



THE URBAN LEAGUE OF PORTLAND

WORKING TO IMPROVE THE TOTAL COMMUNITY IN THE AREA OF INTERGROUP RELATIONS

MAIN OFFICE • 404 COMMUNITY SERVICE CENTER • 718 WEST BURNSIDE • PORTLAND, OREGON 97209 • 224-0151
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A NATIONAL
 URBAN LEAGUE
 AFFILIATE

The Urban League of Portland respectfully requests you as the official representative of your municipality to proclaim May 4, 1977, Equal Opportunity Day, and ask that you send the enclosed release to your local media. The Portland Urban League was founded in 1945 as a tool to enhance the opportunity for equality for all people.

On this special day, we will have the joy of honoring some individuals and organizations in the four-county area who have supported tenets of Equal Opportunity with full commitment.

We plan to present awards in the following categories: Education, Employment, Economic Development, Youth Services, Sr. Citizens, Housing, Women and Ecumenical Ministries.

We ask that you recommend nominees from your community for any or all of the awards. They need not be people of prominence, but can be. We are seeking that special person or organization in each of the categories who has set a good example for all of us and does indeed deserve to be recognized.

Enclosed is a nomination form for your use, with space provided for a brief resume. You might request help from your community with the nominations via your press release.

A special invitation is extended to you to attend the Awards Dinner on May 4th at Portland State University.

We look forward to your involvement.

Sincerely,

Betty Schedeen *Mary Wright*
 Betty Schedeen Mary Wright
 Equal Opportunity Day Co-Chair

For further information, please contact Betty Schedeen, 667-7153, or Mary Wright, 639-4181.



A United Way Agency

PRESS RELEASE

April 1, 1977

_____, Mayor of _____,
has proclaimed May 4, 1977 as EQUAL OPPORTUNITY DAY. The purpose of the DAY is to focus attention on positive efforts being made within the community to insure and enhance fair and equal treatment of all citizens, regardless of race, color, religion, or national origin. EQUAL OPPORTUNITY DAY, part of a nationwide observance sponsored since 1956 by the National Urban League, is sponsored locally by the Urban League of Portland, a United Way agency.

The public is invited to participate in an Awards Dinner at Portland State University's Smith Center Ballroom on May 4. Awards will be presented in the areas of education, employment, economic development, youth services, senior citizens, housing, women, and ecumenical ministry.

Betty Schedeen, Mt. Hood Community College, and Mary Wright, Allis-Chalmers Corporation, are heading the EOD celebration.

The Urban League is an organization devoted to improving opportunities for blacks and other minorities and bettering race relations in America.

#

For further information, contact Betty Schedeen, 667-7153,
or Mary Wright, 639-4181.



THE URBAN LEAGUE OF PORTLAND

EQUAL OPPORTUNITY DAY - MAY 4, 1977

A Salute to the Community

We solicit your nominations of deserving individuals and/or organizations in the Award Categories listed below.

EMPLOYMENT:

EDUCATION:

ECONOMIC DEVELOPMENT:

YOUTH SERVICES:

SENIOR CITIZENS:

WOMEN:

HOUSING:

ECUMENICAL MINISTRY:

SPECIAL AWARD:

Signature

Phone No.

Mailing Address: EOD Awards Committee
Urban League of Portland
718 West Burnside
Portland, OR 97209

Please provide a brief description of 'minees' service activities (volunteer or otherwise).
A resume or other documentation may be attached.

Nominees should display:

- 1) Demonstrated, exceptional commitment to the tenets of Equal Opportunity.
- 2) A special quality of sensitivity that contributes to the lowering of barriers in the community and to the improvement of attitudes between individuals and groups.

NOMINATION DEADLINE: April 15, 1977

RESERVATION FORM

EQUAL OPPORTUNITY DAY AWARDS DINNER

Wednesday, May 4, 1977, 7:00 p.m.
Portland State University, Smith Center

I enclose my check in the amount of \$ _____ for _____ places @ \$6.00.

I cannot attend, but enclose my tax-deductible contribution of \$ _____
for the benefit of the URBAN LEAGUE OF PORTLAND.

Name _____ Phone Number _____

Organization _____

Address _____
Street City State Zip

RESERVATION DEADLINE: April 29, 1977

Please make checks payable to URBAN LEAGUE OF PORTLAND

Ecumenical

Ministries

News Pack - March 17 74

The Urban League of Portland has set aside May 4, 1977 to celebrate EQUAL OPPORTUNITY DAY. On this special Day, the League will honor individuals and organizations who have supported the tenets of Equal Opportunity with unusual commitment. Awards will be presented in the categories of Education, Employment, Economic Development, Youth Services, Senior Citizens, Housing, Women, and Ecumenical Ministry. Carlton Bell, well-known Northwest sculptor, has been commissioned to cast the award design.

Nominations are now being accepted and actively solicited from members of the community at large. If you are aware of some person or organization -- prominent or otherwise -- deserving of recognition, forward your nomination (include brief biography or commentary) to:

EOD Awards Committee
Urban League of Portland
718 West Burnside
Portland, Oregon 97209

Deadline is April 15, 1977.

Portland State University will be the setting for the Awards Dinner. A no-host social hour will start at 6 p.m., with dinner at 7 p.m. Tickets - \$6.00 each. Call the Urban League at 244-0151 for reservations or mail request to address above.

EQUAL OPPORTUNITY DAY will focus attention on positive efforts to insure fair and equal treatment of all citizens, regardless of race, color, religion, sex or national origin. It will be a fitting occasion for all to re-dedicate themselves to the affirmation of their belief that "all men are created equal". As such, we look forward to your support and involvement.

Betty Schedeen and Mary Wright
Equal Opportunity Day Co-Chair

EQUAL OPPORTUNITY DAY

MAY 4, 1977

Sponsored by

THE URBAN LEAGUE OF PORTLAND,

A United Way Agency

HERE ARE SOME THINGS TO DO

----- IN THE CLASSROOM

Here are a half-dozen suggestions of activities that can be carried on in the classroom -- without a great deal of previous preparation, depending, of course, upon the grade-level of the pupils.

1. Have a reading of the Gettysburg Address, and let students discuss its meaning, as well as some of the principles exemplified by Abraham Lincoln.
2. Read and discuss the Preamble to the Constitution, the Bill of Rights, and the XIV and XV Amendments.
3. Discuss appropriate sections of the Declaration of Independence.
4. Have students write short essays or editorials (one can appear in the school paper) on such subjects as those suggested below, and have them read in class:

WHAT EQUAL OPPORTUNITY DAY MEANS TO ME

MY RESPONSIBILITIES AS AN AMERICAN

THE MEANING OF DEMOCRACY

WHO IS MY BROTHER?

5. Discuss the biographies of great Americans who championed the cause of minorities and women, and of noted Americans who achieved in spite of race, color, creed, or national origin.
6. Discuss the dictionary meanings, and individual interpretations, of such words as: EQUALITY, OPPORTUNITY, HERITAGE, and BROTHERHOOD.

BACKGROUND INFORMATION

EQUAL OPPORTUNITY DAY

MAY 4, 1977

EQUAL OPPORTUNITY DAY was inaugurated by the National Urban League in 1956. For the League, the DAY was one to focus attention on positive efforts to insure fair and equal treatment of all citizens, regardless of race, color, religion or national origin, and to remind Americans from all walks of life that the greatness of our country rests upon the principle of equal opportunity for all.

May 4, 1977 has been designated EQUAL OPPORTUNITY DAY by the Urban League of Portland. Following nationwide tradition, the Portland Urban League will present Equal Opportunity Awards to outstanding individuals and organizations who have made significant contributions to equal opportunity in the areas of employment, education, economic development, youth services, senior citizens, housing, women and ecumenical ministry.

EQUAL OPPORTUNITY DAY provides an occasion for all citizens to rededicate themselves to the affirmation of their belief that "all men are created equal" and to pledge their allegiance to the fulfillment of the American democratic ideal. EQUAL OPPORTUNITY DAY is, therefore, consonant with the League's mission "to enable blacks and other minority group members

to cultivate and exercise their full human potential on par with other Americans." The Portland Urban League is proud to provide leadership on this Day in rallying citizens everywhere to make equality of opportunity a living fact.

#

Today, two hundred years after our nation's revolution, and over a century after the Civil War, our nation must still be reminded that we have quite a way to go before we reach the goal of equal opportunity for all. But progress has been made and the Portland Urban League has been a prime mover in working with business, government, labor and the community in securing basic rights for all citizens.

EQUAL OPPORTUNITY DAY, May 4, 1977, is not only a call for continued commitment to the democratic ideals that shaped this nation but is also a salute to all people who work year-round expanding opportunities for those unjustifiably denied them.

It behooves all citizens to observe EQUAL OPPORTUNITY DAY on May 4th and to work toward the ideal of equal opportunity during the other 364 days of the year.

Awards Committee

Employment : George Rankins / Charlie Moss

Education : Vern Chatman / Fred Markey / Gnn Dillon

Economic Development : George Rankins / Ron Anderson

Youth Services : Leon Johnson / Nate Nickerson

Senior Citizens : Kay Couch (Jim Bates)

Women : Betty Overton / Margaret Solomon / Bernice Fidelman

Housing : Jim Brooks

Ecumenical Ministry : Rev. R. Hughes / Father Wetzel /
Rev. John Jackson

Meeting Schedule : Tuesday, April 19, 4:30pm

Decision Deadline - April 28th

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting.

April 12, 1977

The meeting was called to order at 7:50 p.m., at 718 West Burnside, Room 217, by President Geraldine A. Christian.

Directors in attendance were: David Baugh, Allison Belcher, Herb Cawthorne, Paul Cook, Gayle Gemmell, H. J. Belton Hamilton, Richard A. Miller, Charles Moss, Ted Runstein and Mary Wright. Staff was represented by James O. Brooks and Martha Martin.

Mary Wright, Co-Chairwoman for the Equal Opportunity Day, ^{updated} informed the Board ^{on EOD} about the latest update material used on informing the public of the dinner. ^{and} By ^{ed} presenting the Board with a packet of printed material, ^{to various public segments} already disseminated ^{of cities} of cities.

The packet contained the following:

- a. Copy of the letter that was mailed out to the mayors of Oregon on April 1st.
- b. A Press Release which was ^{accompanied the above letter} mailed out to the mayors of Oregon.
- c. Copy of the letter that was mailed out to the Urban League members, Affirmative Action Officers, Partial Club and Organizations, City-County Commission on Aging, Businesses and various other groups.
- d. Copy of the ^{Reservation} invitation form
- e. Copy of the nominations form
- f. Copy of the background information on the Equal Opportunity Day ^{used for publicity}
- g. Copy of the awards committee ^{listing} memberships ^{for use in selected}
- h. Copy of a letter in which Dr. Hartzog will be sending out to the Portland public schools.

^{of} Mrs. Wright was very pleased to announce that Portland State University is granting special rates for the use of their facilities for this event. ^{because} The sponsor of this is Mr. Herb Cawthorne, Educational Opportunities Center ^{or sponsorship provided by}. Mayor Goldschmidt will not be able to attend as head table guest due to an previous engagement.

She informed the Board that there will be eight awards, mounted on walnut bases, with an inscription engraved. The funds to pay for the awards will come from donated money to the Urban League.

The Committee made a decision that the designer of the awards should be a Black well-known artist; which will be Mr. Carlton Bell ^{made a presentation of}. ^{This year's artist} ^{two design suggestions} The Committee ^{earlier} ^{and} ^{later} Next week the newspaper, television and radio will be informed of this event.

She reported that there will not be a guest speaker, but there will be presentors.

^{decided on a seat to design}

persons, organizations and institutions who nominated for awards
The winners will be notified *and commended* by ~~mail~~ *letter*.
so

Mrs. Wright reported:

1. No-host social hour at 6 p.m.
2. Dinner at 7 p.m.
3. Tickets prices is \$6.00 per person (the tickets have not been printed)
4. Reservations for six or twelve from organizations may be made.

AW
X The Urban League Board Members voted on the awards which will be seaturtles.

Mrs. Wright presented remarks concerning ~~former~~ staff resource persons, Mr. Vernon Chatman and Mrs. Gertrude Rae.

The staff was asked to leave in order that members could go into an Executive section to discuss personnel affairs.

Meeting adjourned at 9:20 p.m.



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Ms. Linda Frazier
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A NATIONAL
URBAN LEAGUE
AFFILIATE

MEMORANDUM

TO: All Board Members
FROM: Geraldine A. Christian
DATE: April 5, 1977
RE: Equal Opportunity Day

There will be an important call meeting of the Urban
League Board of Directors, Tuesday April 12, 1977,
7:30 p.m., Room 217 at 718 West Burnside.

GAC:mm



A United Way Agency

April 26, 1977

President Christian introduced and welcomed, Mr. Ollie Moreland, a newly elected Board Member.

President Christian made a request that the record show the following correction in the March Minutes: The Executive Director have met with community leaders, and have agreed on watching the Alpha Circle.

Mr. Cook stated that the March Minutes were not correct neither technically nor in tone.

Mary Wright, E.O.D., Co-Chairwoman stated that the April 12, 1977, special called meeting minutes were incorrect and not very accurate in tone. She requested that the minutes be retyped showing corrections *(corrected)*
~~E.O.D. Special Called mtg. minutes included~~,

Judge Hamilton recommended that the March Minutes and the special called minutes be retyped showing corrections.

Mr. Alvarez made a motion that the March Minutes and the special called minutes corrections be retyped. Seconded by Mr. Moss and the Board concurred.

President Christian stated that the special called meeting minutes and the March minutes ^{will} be approved at the next Board Meeting.

The Executive Director informed the Board that Rosalind Weber has been hired as a Counselor at the Senior Adult Service Center. This position is funded by CETA, and ~~xxx~~ Ms. Weber is doing an excellent job. He also informed the Board that Gail Jones a temporary staff person has been hired as Membership Coordinator, and she is doing an excellent job.

COMMITTEE REPORTS

EXECUTIVE - President Christian reported that the Executive Committee met, April 7, 1977. There were three items on the agenda and these three were approved by the Executive Committee:

1. School Bond Levy
2. S.A.M. (Senior Adult Ministries)
3. Prince Hall Masons (youth proposal)

The Executive Director informed the Board that he needs the Board's approval and endorsement on the Prince Hall Masons and Senior Adult Ministries.

Mr. Cook requested that more information be ^{obtained} gathered on the Prince Hall Masons (youth proposal).

Mr. Hansen made a motion that the Senior Adult Ministries be approved and endorsement. Seconded by Mr. Moss and carried.

Mr. Hansen made a motion that letters be written to the proper persons

concerning more information on the Prince Hall Masons (youth proposal). Seconded by Mr. Moss and the Board concurred.

The Executive Director informed the Board that a showing of Whitney M. Young will be ~~shown~~ televised. Also an review will be shown at channel 8. He will be sending out an memorandum and hopefully the film will ~~be~~ be showed the day before the E.O.D. Dinner.

ANNUAL MEETING - Ernest Hartzog, Co-Chairman, reported that this is the last Board meeting before the E.O.D. Dinner. Dr. Hartzog feels that the E.O.D. Dinner is a new idea for the Urban League.

MEMBERSHIP - Gail Jones, Membership Coordinator, handed out her report and gave a oral report. ~~She~~ She stated that radio advertising and a contest between churches in the Albina Area are two additional ways in which she hopes, will increase the public awareness of the Urban League.

She feels that Blacks and Whites and all minority needs to be more aware of the Urban League. The profit of the membership contest, which ended March 25, 1977, gained a profit of \$1,386.00.

(Mr. Hansen informed the Board that the profit from the membership contest, is \$500.00 over last year's contest.)

FINANCE - Charles Moss, Chairman, reported that part of the Finance Committee met with Budget Panel 8, on April 12, 1977. Mr. Schnaible presented the Budge Panel 8 with a slide presentation. Mr. Moss stated that the Board will view the same slide presentation at a later date. Mr. Moss felt that the presentation went well.

EDUCATION - The Education Committee report were handed out.

EOD- Mary Wright, Co-Chairwomen, reported the Awards Committee met on April 19, 1977. She also reported:

1. Will not pre-announce winners, will announce at the dinner.
2. The awards are now being made.
3. No-host social hour at 6:p.m., wine will be served and ~~an~~ non-alcoholic punch.
4. Dinner at 7:p.m.
5. There will ~~nd~~ be a speaker but looking at presentors.
6. Mr. ~~George Rankins~~ George Rankins will be the Master of Ceremony.
77. The master of cermony will intorduce the presentors and they presentors will give a 2 minute speech.
8. Free parking on the 6th and 7th floors, across from the Smith Center.
9. Reservations for the dinner are not coming ~~the~~ in the downtown office very fast.
10. Tickets are selling at \$6.00 each
11. The committeeewere thinking of an Levy award going to retiring Board Members.
12. Maybe calling on Board Members to participate.

SENIOR CITIZENS - Charles Moss, Chairman, reported the committee has met with the Executive Director and Mr. Nathan Nickerson. The committee is welcoming members to serve on the committee.

Mr. Cook recommended that the Budget presented to United Way be presented to the Board before the presentation to United Way.

President Christian stated that the budget should be approved by the Board.

Mr. Moss ~~xxx~~ informed the Board that the final 1978 budget will be submitted to the Board after the committee finds out how much money United Way will give.

President Christian recommended a special Board meeting, should be held to go over the budget before presenting it to United Way.

~~xxxx~~

Mr. Cawthorne made a motion that the staff present the same oral report presented to United Way, be presented to the Board. Seconded by Mr. Moss and the Board concurred.

President Christian ~~stated~~ informed the Board that a Board evaluation ^{take} that place as soon as possible. ~~Will~~ Will ~~reevaluate~~ Board Members, and will be replacing non active members who are too busy to participate and replace them with new members. ~~Wx~~ President Christian will be composing letters to the non active members.

President Christian appointed the Annual Meeting Committee for 1978. The committee are: Ernest Hartzog, Chairman, Michael Jordan, Marlene Bayless, and Allison Belcher. Geri Ward will be the resource person.

Mr. Cawthorne handed out a ~~rough~~ draft copy ^{of the outline for orientation of new Bd. mem.} ~~sixteen~~ ^{be} ⁵ ~~for~~ "The Need for Orientation and "Outline of Orientation". ~~Material~~ The material explained the needs for Board Members to ^{be} orientated. He feels orientation should be held 15 minutes before each meeting.

President Christian ~~xxx~~ recommended shortening the agenda. ~~to~~

Mr. Schnaible suggested a special Board meeting be held for orientation, one or two hours.

Mr. Collins stated that there is a need for a larger meeting room. He also feels that the meetings ~~h~~ should be cut in time.

President Christian stated that the meetings will be cut in time and an committee will be formed to find a larger meeting room for meetings.

EXECUTIVE DIRECTOR REPORTED:

~~He~~

/ He and President Christian attended the Western Regional Delegate Assembly in Los Angeles in March-1977. The Delegate Executives and Presidents of the Western Regional, elected Willie Davis as the Western Regional representative of the National Urban League Board of Trustees. He also informed the Board that they will have to

501(c)(3)

make a decision to stay with the 5013c tax exempt. He feels the Legal Committee should make a decision, there is no time limit.

2. Training for Board Members, Office Executive training session in New York. Vernon Jordan and Clarence Coleman, President, and Treasures will go to the training session.

The Executive Director reported that Community Dynmacis is a profit making group. The firm is an consultant firm for neighborhoods. The firm is asking the support of the Urban League to ~~endorsement~~ endorse. Directors are ~~Stewart~~ Howard Stewart and Jeanne Searle. Mr. Hansen made a motion to endorse. Seconded by Linda Torrence the Board concurred.

UNFINISHED BUSINESS

The Executive Director informed the Board that SB 850 the Status of Blacks in Oregon is still waiting for action to be taken.

Judge Hamilton reported that himself, Gayle Gemmell and the Executive Director met with Commissioner Stevenson. He reported that Commissioner Stevenson stated a status of ~~Black~~ Blacks in Orggon could be ^{prepared} done by the Labor Commission. Judge Hamilton stated that he received a call from Commissioner Stevenson, the commissioner told him that there is a back up log of cases. The waiting list is 45tdays after getting started, 5 months. The commissioner has an hearing set for 90 days on the Status of ~~Black~~ Blacks in Oregon. Judge Hamilton stated that he brought to ~~the~~ Commissioner Stevenson attention, that the Board may have him appear at one of the Board meetings, to answer questions.

Mr. Cawthorne ^{made a motion} ~~recommended~~ that the Legal Committee, and the Executive Director compose a letter to Commission Stevenson to ^{request asking if it would be possible for the status be taken place before gods.} pen date the exact date on when the status could be finalized. Seconded by Kevin Collins ^{ask for a} and the Board concurred.

^{SB 850} A. Bulcher recommended that the comms. brief the Bd on the action taken after the ^{have} Mr. has been sent out. And invite him at a later date to ^{then none} The Executive Director informed the Board that the By-Laws should be revised every other year. He also ~~finds~~ informed the Board that they ^{at the mtgs.} are welcomed to visit ~~the office~~ any Urban League office any time.

Mr. Runstein stated he is interested in what the functions of each projects are and what the Board can do to contribute to each project.

Mr. Collins stated that he feels that the Board Members should be able to attend the Executive Committee meetings.

President Christian informed the Board Members that they are free to attend the Executive Committee meetings any time.

Ms. Torrence recommended that the staff present to the Board a monthly report or quarterely report on the progress of each project.

~~Dr. Reynol~~

Dr. Reynolds feels that each key staff persons should not have to attend all Board meetings. monthly. He would also like to know more about the ~~pru~~ projects. He feels that it should start next week.

Mr. Moss stated that the slide presentation presented to United Way should be presented to the Board to get more familiar with the projects.

President Christian informed the Board that the slides will be shwon at the next ^{Board} meeting.

The Executive Director informed the Board that a format could be done on each project.

~~Judge Hamilton commented on the packages of materials~~ ^{stated} Judge Hamilton feels that the package of material, ^{presented to Bd. Members} should have been ^{be} in a notebook with tabs. Also the summary of staff and staff recommendations on proposals should be included in the notebook. He feels that this way the key staff persons will not have to attend the meetings.

President Christian informed the Board that the Executive Director have not as of yet been evaluated. The Personnel Committee and Executive Committee met in August and appointed a committee but the work did not get done.

President Christian appointed a new committee to evaluate the Executive Director. The committee are: ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~ H.J. Belton Hamilton, Chairman, Roy Schnaible, John Hansen, Richard Miller, Paul Cook and Mary Wright volunteered.

Ms. Wright informed the Board that the Alexander Levy Award is to be a possible presentation, recommendation of the E.O.D. awards. Ms. Wright made a motion that Mr. Hansen be nomineed for the Alexander Levy Award, for a long term committment to the Urban League. Seconded by Mr. Cawthorne and the Board concurred.

RECEIVED
MAY 6 1977

URBAN LEAGUE FIELD OFFICE

URBAN LEAGUE OF PORTLAND

Economic Development & Employment Division

Report for the Month of April, 1977

The City's fire fighter examination is coming up in June. We want every person involved in Urban League business to help in recruiting. Send all applicants to our office.

Gloria and Marilyn did it again -- April was one of the most successful months for placements we have had in two years, and they did it. We must find the money to keep Gloria.

Monthly Schedule

April 1: I completed the interviews for Multnomah County. There were no Blacks interviewed from the 17 applicants, and I am not convinced that Blacks are not the cause of this. I find it difficult to convince our people to apply to the county, city and state. This particular position was Program Writer and Researcher for Corrections at a \$17,000 annual salary.

April 5: James Hall and Joe Hutchins of the National Alliance of Businessmen and I met to complete planning for an employment seminar they will conduct on May 7th at the King Facility, 11:15 to 3:00 p.m.

April 6: An E.R. Commission meeting with Commissioner Mildred Swab was held to discuss the use of the Civic Stadium.

Mary Wright and I continued our planning for Equal Opportunity Day. We scheduled the meeting for selections of recipients of awards.

April 7: I attended an E.R. Commission meeting and a meeting for the American Cancer Society. I appeared on the KPTV television News and Talk Show from 10:30 to 11:00 to discuss the trip to New Orleans and Houston.

April 8: The meeting with the Minority Contractors Association was excellent and informative, and I think will produce terrific results within the next 6 months. Another meeting to follow was with the Port of Portland to work out details.

NORTH CLACKAMAS SCHOOL DISTRICT

CLACKAMAS HIGH SCHOOL

13801 SE Webster Road • Milwaukie, Oregon 97222 • Phone (503) 659 - 3330

PRINCIPAL

Clifton Millen

March 18, 1976

Mr. George Rankin
Urban League of Portland
718 West Burnside
Portland, OR 97209

Dear Mr. Rankin:

Again our Social Studies Department wishes to thank you for your appearance and speaking engagement at Clackamas High School.

Mrs. Little reports excellent reaction to your program with many favorable comments after your presentation was completed. She also wishes to say she very much appreciates your time and interest.

It is always a pleasure to receive such prompt replies and service from Urban League and their representatives.

Thank you very much.

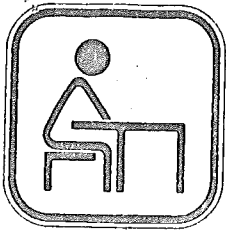
Sincerely,

Alvin Eisele (mb)

Alvin Eisele
Social Studies Chairman

AE/mb

RECEIVED
MARCH 22 1976
CLACKAMAS HIGH SCHOOL



Beaverton
Schools
District No. 48

P.O. Box 200 Beaverton, Oregon 97005
503/649-0384

Verna Bailey
Human Relations Resource Supervisor

April 19, 1977

RECEIVED

APR 20 1977

Mr. George Rankins, Director
Manpower Programs
Portland Urban League
5329 NE Union Ave., Room 202
Portland, Oregon 97211

Dear George:

Thanks for consenting to participate in Human Relations Day at Beaverton High School, 1300 SW Second, April 29, from 8-11 a.m. The theme is "Getting To Know You" and the purpose is just that: to acquaint students with members of minority groups with which they have had little contact. We would like for you to lead two (2) discussion sessions. The more student involvement in the discussion the better, however group size (30-50) places limitation on the type of involvement.

Your discussion topic is entitled, "The Black Experience Through The Eyes of Father and Son." Other panel members and group discussion leaders will represent the Urban Indian Center, Human Relations, Women's Rights, Gray Panthers, The Asian Adolescent, Japanese American Community, Governor's Task Force on Sexual Preference, Migrant Education, Al Anon, Portland Jewish Community, etc.

I look forward to seeing you and meeting Scott.

Sincerely,

Verna Bailey

VB/aaa

CC Norman Shearer

Supplemental Report for April, 1977

Team effort and improving employment conditions have made April the best placement month yet. The first quarter of 1977 found the Economic Development and Employment on an upward spiral. April truly fooled many of us. Many of the placements for this month comes through weeks of recruiting and interviewing from various personnel people. Many employers are striving for community development through new employment opportunities.

The Employment Department placement has been outstanding in increasing the average wage earned by a few workers. Malarkey Roofing Company hired four people at \$5.74 per hour. Union Pacific hired one executive secretary at \$1,100.00 per month, Ms. Paula Ladson. Sears Department Store hired Stephen Stracenski for management training and P.O.I.C. hired Jackie McGee as a counselor for follow-up services.

Management and social involved agencies were and are taking the lead to improve the economic conditions of the unemployed. Statistics indicate that four out of every twenty people were placed in management, and that seven out of every twenty were placed in social services. Labor has also proven to be instrumental in keeping families together on an average of five hundred dollars a week, although emphasis is now being placed on increasing the minimum wage for more income security.

Monthly Schedule

March 5: George, Margaret and I met with Rick Mercereau of Malarkey Roofing. We were given a tour of the plant and given several job orders which were filled by four of our referrals.

March 6: Black Festival week was given by Portland State University (Black Studies Center).

March 15: I attended the two-day seminar on Wages, Welfare, or What? sponsored by the Metropolitan Family Services. It was very well organized and had a good representation of interested groups.

March 19: I attended a Human Relations Committee meeting.

March 20: Emanuel Hospital held a meeting on employment opportunities. It was chaired by Anna Street and Faye Maske. Information on who, what and how to apply for various positions was given.

E.D. & E. Supplemental
April, 1977
Page 2

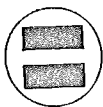
March 27: I attended the School Board meeting on the up and coming school levy proposal as a substitute for Mr. Brooks, Executive Director.

Respectfully submitted,

Gloria J. McWilliams

Gloria J. McWilliams
Assistant to the Director
Economic Development and
Employment

GJMcW:mh



THE URBAN LEAGUE OF PORTLAND

WORKING TO IMPROVE THE TOTAL COMMUNITY IN THE AREA OF INTERGROUP RELATIONS

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FIELD OFFICE • 202 WALNUT PARK BLDG. • 5329 N. E. UNION • PORTLAND, OREGON 97211 • 288-6517

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A United Way Agency

May 5, 1977

To: Jim Brooks

From: Vernon V. Chatman

The General Employment Workshop sponsored by the Pacific Northwest Bell, as the final phase of their staff training for new interviewers, was very productive.

The Urban League provided 13 students to participate in mock job interview sessions with the trainees and also to make evaluations of their own interview sessions.

Each student earned \$6.00 for his/her participation which involved two hours. Students were picked up from their schools, taken to Jantzen Beach Thunderbird and returned by cab. Students were from Benson, Jefferson, Monroe, and University of Portland. The group was made up of 7 females and 6 males.

Our feeling is that this was a valuable experience in the world of work for each of these students.

(see attached sheet)



Pacific Northwest

Employment Office



Phone (503) 242-8593
421 S.W. Oak
Portland, Oregon 97204

Portland, April 18, 1977

Mr. Vern Chapman
Urban League
718 W. Burnside, Rm. #404
Portland, OR 97209

Dear Vern,

I would like to take the opportunity to thank you for your assistance during our General Employment Workshop. The applicants you provided played a key role in the success of the workshop. Their assistance in helping our Interviewers develop their interviewing skills and their ability to make sound decisions was invaluable.

This can only be repaid by again saying, "Thank you." I hope, too, that the experience proved to be beneficial for the students.

Sincerely,

Nancy J. Lofstedt

Ms. N. J. Lofstedt
Employment Interviewer

RECEIVED
APR 20 1977

URBAN LEAGUE OF PORTLAND

SOCIAL SECURITY WORKSHOP - INTERPERSONAL RELATIONS

AGENDA

Thursday - April 7, 1977

8:00 - 8:15	1. Statement on present day society. a. Civil Rights Commission
	2. Purpose of workshop a. Assist in clear focus on problem b. Assist participant in defining their relationship to the problem.
	3. Point out solutions to the problem.
8:20 - 8:35	Mr. Nathan Nickerson
8:35 - 8:50	Mr. George Rankins
8:50 - 9:00	B R E A K
9:00 - 9:20	Mr. Vernon Chatman
9:20 - 9:45	Groups
9:45 - 10:00	Rap-up

Friday - April 1977

8:00 - 8:20	Review - Mr. Vernon Chatman
8:20 - 8:40	Questions by participants
8:40 - 8:50	B R E A K
8:50 - 9:20	Test
9:20 - 9:40	Groups
9:40 - 10:00	General discussion

ADMINISTRATIVE REPORT
March 1977

Staff consist of one Director, one Supervisor of Outreach, two Counselors, one of whom is CETA VI - one Secretary, one Receptionist and five Senior Aides.

The names of Mrs. Letitia Brock and Mrs. Larlien Anderson have been submitted to City-County Council on Aging as representatives of the U.L.S.A.S.C. to serve on the Executive Board.

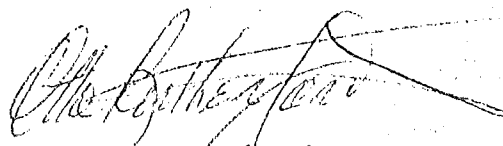
Plans are being formulated to start a Bible class. It should be noted that several of the other Centers have such programs.

Dora Knight of Loaves and Fishes visited the Center to discuss using the Center as a site for congregate meals. It was her thinking that remodeling would have to be done to the kitchen and conference room to make this site usable for Loaves and Fishes. The Director advised the Advisory Committee of the proposal and it was the decision of the Committee not to have the U.L.S.A.S.C. as a site. Deputy Director Nickerson was in accord with the Committee.

The North-East Business Boosters are supporting the U.L.S.A.S.C. in attempting to clear this corner of drunks and dice games on the sidewalk. Representatives of the Police Department, Churches, Oregon Liquor Control Commission and businesses on the Avenue were in attendance. These drunks are a nuisance for they hustle seniors for money and take up space in the Tri-Met shelter.

A representative from this Area will be appointed to Board of the North-East Quodrent.

The clothes closet is being used regularly on Fridays, the day the ladies are quilting.


Otto Rutherford, Director
U.L.S.A.S.C.

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MAY 02 1977
URBAN LEAGUE OF PORTLAND

OUTREACH REPORT
March 1 - March 31, 1977

Grady Tarbutton
Outreach Supervisor

The Outreach Department consists of one Outreach Counselor and four Senior Aides. The additional Senior Aide comes from the rehiring of Grace Amos. One other position remains unfilled.

The Senior Aides paid 186 visits to 56 individuals during the month. Telephone Reassurance has been shifted to volunteer services so that our Senior Aides have been able to shift more time to Friendly Visiting. However, before the transfer of the clients, the Senior Aides made 55 telephone calls to 25 individuals.

The trend that I reported from last month of a large number of terminations and a large number of intakes continued through this month. There were 14 new clients, 48 terminations for a net loss of 34, bringing the active caseload to 458. Our large scale terminations are through, although I hope that the caseload will be gradually reduced. At this moment the Counselor's carry caseloads from 130-160 clients. This is about 33% - 50% more than what AAA considers an optimum caseload (i.e., 75-100 clients). When you add to this the other roles that the Counselor's fill (e.g., supervising outreach, volunteer services, recreational and educational events), you can see why we wish to lower the caseload. In order to provide good service to the clients we do have, we have to have a manageable caseload.



DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
SOCIAL SECURITY ADMINISTRATION

2310 North Lombard
Portland, Oregon 97217

RECEIVED
APR 21 1977

REFER TO:

URBAN LEAGUE OF PORTLAND

April 20, 1977

Urban League of Greater Portland
James O. Brooks, Executive Director
718 West Burnside, Room 404
Portland, Oregon 97209

Dear Mr. Brooks:

Recently, my office, which is composed of a multi-racial employee group, was confronted with some human relations problems. The nature of the problems were interracial and they were due to a lack of understanding and communication between some of the employees with others.

I contacted Mr. Nate Nickerson, of your field office, and discussed the matter with him. Soon after I talked with Mr. Nickerson, we had a meeting in his office. In attendance were Mr. Vern Chapman and Mr. George Rankins. It was decided that the Urban League would conduct a four-hour workshop on human relations and interracial understanding of minority groups with my staff.

This letter is a small token of my appreciation for the outstanding effort your staff achieved. They were aware and sensitive to the problems that were prevalent in this office. They exhibited a thorough knowledge and understanding of current human relations and interracial problems. I was, personally, impressed with the exceptional manner in which they responded to my request, to meet and discuss the internal problems, and the timeliness in which they followed through to complete the planned task.

The workshop sessions appear to have had an immense value to all those who were in attendance. It even appears to have had a value to those employees who were not present, because they were informed by those who were present.

The Urban League of Portland should be credited for the fine representatives it has in Mr. Nickerson, Mr. Chapman and Mr. Rankins. They performed their duties in a positive and constructive manner, in keeping with the ideals and principals of the Urban League both locally and nationally.

I thank your organization for the outstanding contributions
that it is making in the Portland community.

Best Wishes,

Vince Hayes

Vincent Hayes
Manager

CC: Mr. James Pizza, District Manager
Social Security Administration
1221 Southwest 12th
Portland, Oregon 97205

Mr. Nathan Nickerson, Director, Field Office
5329 Northeast Union Avenue
Portland, Oregon 97211

VH/11



DEPARTMENT OF
PUBLIC SAFETY

CHARLES JORDAN
COMMISSIONER

YOUTH SERVICES
DIVISION

LEON T. JOHNSON, JR.
DIRECTOR

620 S.W. FIFTH AVE. BLDG.
PORTLAND, ORE 97204
503-248-4356

M E M O R A N D U M

DATE: April 20, 1977

FROM: Steve Young

SUBJ: Monthly Youth Service Center
Statistical Report

RECEIVED
APR 21 1977

URBAN LEAGUE OF PORTLAND

Attached is a copy of the summary of statistics from the City of Portland's four Youth Service Centers -- Southeast, North Portland, Southwest, and Northeast.

Pages 1 and 2 of this report have been revised to more accurately reflect the procedures of the Youth Service Centers. Please note that the third category of Page 2 DOES NOT represent youth diverted who were not contacted at all; it represents youth diverted during the current month who cannot be contacted until next month due to the date of diversion.

Also attached is a year-to-date summary of total youth referred by source, year-to-date summary of criminal and status offenses, and total youth referred by Center.

If you have any questions, please feel free to call Steve Young or Sarah Newhall at 248-4356.

SY:jb 

Attachment

MONTHLY CHARACTERISTICS REPORT

YSC
Month
Year

1. Number of clients referred: Referred 250 Employment 11 Total 261
Non-judicial re-referrals 25 Judicial (re-diverted youth)

2. Age	Referrals			Employment			TOTAL	
	M	F	T	M	F	T	M	F
Less than 10	13	2	15	—	—	—	13	2
11 - 12	30	15	45	—	—	—	30	15
13 - 15	66	55	121	4	1	5	70	56
16 - 18	36	32	68	4	1	5	40	33
Older than 18	—	1	1	1	—	1	1	1

3. Source of Referral	Referrals			Employment			TOTAL	
	M	F	T	M	F	T	M	F
School	6	6	12	—	—	—	6	6
CSD	1	1	2	—	—	—	1	1
Family	15	11	26	—	—	—	15	11
Self	12	12	24	8	2	10	20	14
Other Agency	5	3	8	1	—	1	6	3
Other Individual	—	6	6	—	—	—	—	6
Police	46	26	72	—	—	—	46	26
Juvenile Court	57	43	100	—	—	—	57	43

4. YSC Services Provided (Clients and Non-Clients)		Direct	Referral
(1) Information/Referral Only		614	60
(2) Needs Assessment		215	17
(3) Agency Coordination		261	55
(4) Crisis Intervention		37	3
(5) Individual Counseling Only		236	36
(6) Family Counseling		85	5
(7) Parent Counseling		122	3
(8) Group Counseling		247	2
(9) Restitution		3	—
(10) Alternative Living		1	17
(11) Legal Assistance		7	6
(12) Alternative Education		—	2
(13) Education Assistance		153	7
(14) Employment Assistance/Counseling		85	58
(15) Employment Assistance/Placement		42	12
(16) Medical Assistance		—	3
(17) Partners		72	—
(18) Activities		243	42
(19) Transportation		62	28
(20) On-going Follow-up		409	18
(21) Other		116	1
TOTAL NUMBER OF YOUTH SERVED		859	—

5. Other Significant YSC Services

A. Field Contact (advocacy, outreach)

B. Neighborhood Problems

C. Consultation/Technical Assistance

D. Youth Groups (non-counseling)

Number of Contacts	
Employment	Other
66	362
Number of Problems/Number of Contacts	
6	9
50	
# Groups	# Youth
17	220
# Sessions	
55	

DIVERTED YOUTH

YSC A11

Month March

Year 1977

CONTACT STATUS	POLICE		JUVENILE COURT	OTHER
	Youth Division	Patrol	Intake	Law Enforcement
1) TOTAL JUVENILES DIVERTED THIS MONTH	28	44	100	
2) JUVENILES DIVERTED THIS MONTH WHO WERE SEEN THIS MONTH	20	42	44	
3) DIVERTED AT END OF MONTH WILL BE SEEN NEXT MONTH	4		32	
4) OTHER (BY REASON):				
A) Problem handled by parent	1		2	
B) Parent refused service	1		4	
C) Youth refused service	1			
D) No phone/Letter sent, no answer				
E) Misinformation/Moved/Missed appointment/All others	1	2	18	

Total Youth Referred By:

Police:	N=707	%=26	diverted
Juv. Court	N=740	%=38	
Schools	N=162	%=8	
Family	N=145	%=7.5	
Self	N=196	%=10	
Others	N=208	%=10.5	

July '76 - June '77
YEAR - TO - DATE

Criminal Offenses:	N=974	%=49.7
Status Offenses:	N=213	%=10.9
Employment:	N=80	%=4.1
All Others:	N=691	%=35.3

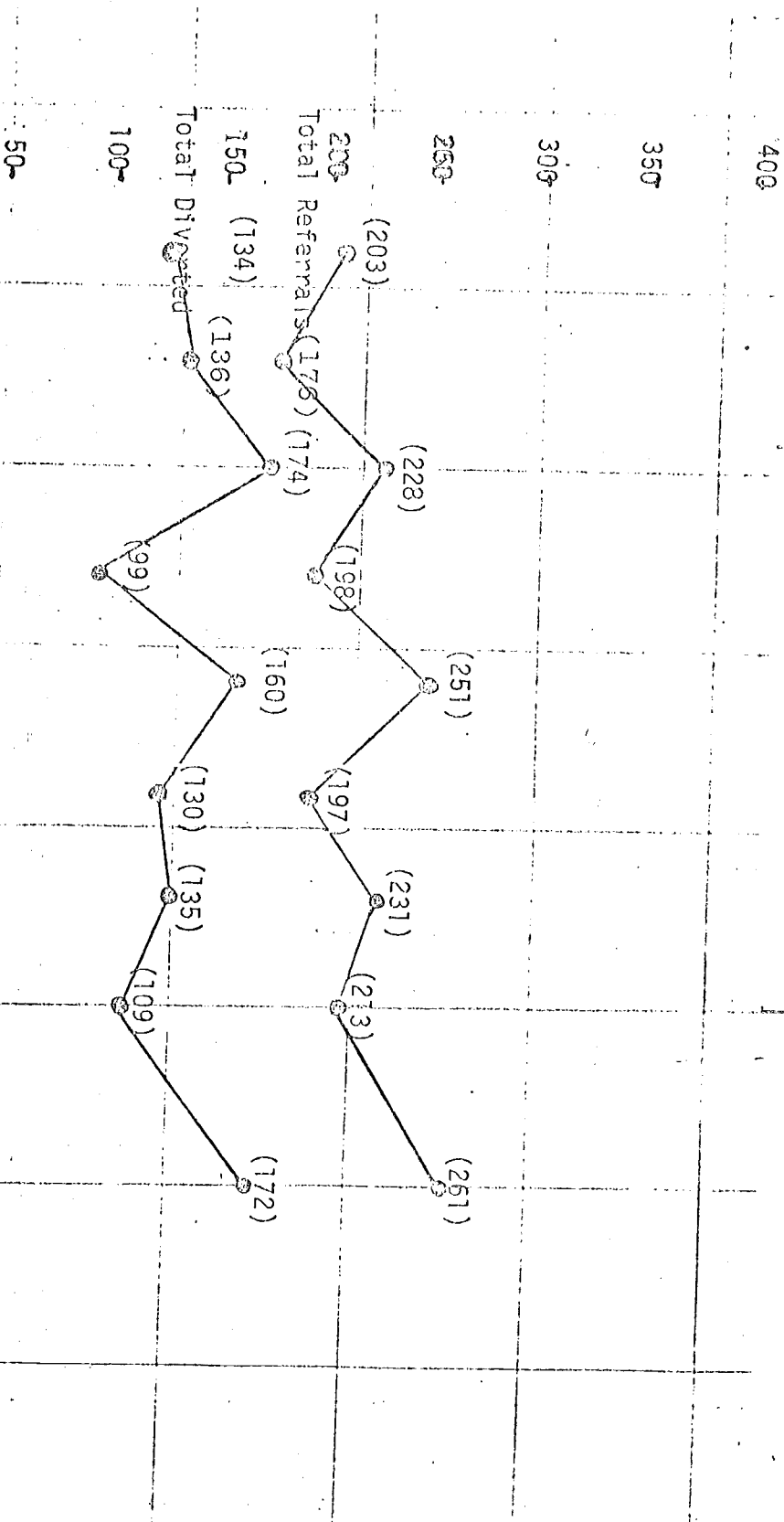
Total Youth Referred To:

SEYSC:	N=459	%=23.4
NPYSC:	N=464	%=23.7
SWYSC:	N=457	%=23.4
NEYSC:	N=578	%=29.5

N=1,958

N=1,958

N=1,958





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A NATIONAL
 URBAN LEAGUE
 AFFILIATE

MEMORANDUM

TO: Urban League Board Members

FROM: Geraldine A. Christian, President

DATE: May 12, 1977

The Search Committee has found a new meeting place. The next Board meeting will be held at the new Benjamin Franklin Building located at One S.W. Columbia Street on May 19, 1977, at 7:30 p.m. Come to Training Room A on the 16th Floor.

Parking in the building is free. Enter the parking lot at Front and Jefferson. Drive South on Front to Jefferson and turn right to parking area; take the elevator to the 16th floor.

Mr. Roy Schnaible will be presenting the slide presentation, promptly at 7:00 p.m., there will be a brief question and answer period after the presentation.

Please call Martha at 224-0151 to confirm your attendance.

GAC:mmm



A United Way Agency

M E M O R A N D U M

TO: James O. Brooks and File
FROM: Gertrude M. Rae, Staff Liaison
RE: E.O.D. Awards Dinner
DATE: May 17, 1977

STATISTICS:

Attendance: Approximately 235

Income	103.00
Wine	1,504.00
Ticket sales	87.00
Contributions	<u>\$1,694.00</u>

Expenses	
Postage, stationery supplies and duplicating costs	265.00
Awards	605.00
Meals (est.)	986.00
Wine (est.)	103.00
Parking	50.00
Cloak Room charge	10.00
Meeting Room charge	41.00
License	<u>10.00</u>
	\$2,030.00

Approximate cost to League

\$326.00

COMMENTS:

More than 40% of attendance was resultant of nominations. More than 30% of attendance was due to staff and Board participation. Approximately 50% of the Board attended and 88% of staff.

Memorandum to James O. Brooks and File
From Gertrude M. Rae
Re EOD Awards Dinner
May 17, 1977 - page 2

COMMENTS continued:

Wine seemed to be acceptable to most guests and added to social atmosphere.

Food was adequate for price. Minimum of criticism re "cafeteria style".

Awards were unusual. Urban League symbolism somewhat dwarfed by size and design of sculpture.

Program somewhat lengthy.

RECOMMENDATIONS:

Future EOD Dinners be self-supporting or budgeted at the beginning of fiscal year.

Date be scheduled early enough to avoid conflict with other Urban League events or projects.

More than 4 months should separate EOD Dinner from Annual Meeting

The "Committee Charge" be specifically defined at the time Committee Chairpersons are appointed.

The Committee should not only include chairpersons and staff liaison but should be large enough to include sub-committees such as publicity, awards, nominations, physical arrangements, program, etc.

More definitive criteria for nominations in each category be established.

More opportunity be provided for public to make nominations.

Awards be more symbolic of Urban League philosophy/program.

AGENCY NAME Urban League of Portland

FINANCIAL ACTIVITY OF THE CURRENT GENERAL FUND
FOR THE 3rd QUARTER OF THE TWELVE-MONTH BUDGET PERIOD
BEGINNING JULY 1, 1976 AND ENDING JUNE 30, 1977

NOTE: ROUND ALL
FIGURES TO THE
NEAREST DOLLAR

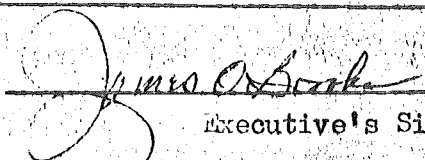
STATEMENT OF CHANGES IN FUND BALANCE CURRENT GENERAL FUND	TOTAL BUDGET FOR CURRENT TWELVE-MONTH PERIOD	ACTUAL ACTIVITY BUDGET PERIOD TO DATE
Fund Balance at Beginning of Period - Surplus (Deficit)		2,689 *
Support/Revenue Other Than From the United Fund	53,052	24,152
Allocation From This United Fund	6,720	5,040
	124,000	92,222
TOTAL SUPPORT/REVENUE FOR CURRENT OPERATIONS	183,772	124,103
TOTAL EXPENDITURES	183,772	127,756
OTHER ADJUSTMENTS (Explain on Separate Sheet)		
Fund Balance at End of Period - Surplus (Deficit)		(3,653) **

Agency's books are kept on the following basis (check one): ☐ cash ☐ accrual ☐ mixed

BALANCE SHEET - CURRENT GENERAL FUND

ASSETS			LIABILITIES AND FUND BALANCE		
	PREVIOUS AS OF JUNE 30, 19 <u>76</u>	CURRENT QUARTER <u>3rd</u> , <u>1976-77</u>		PREVIOUS AS OF JUNE 30, 19 <u>76</u>	CURRENT QUARTER <u>3rd</u> , <u>1976-77</u>
Cash	31	71	Notes or Loans Payable		
Accounts Receivable	6,431	1,429	Other Accounts Payable and Accrued Expenses	4,982	6,306
Inventories, at cost			Deferred Revenue		
Prepaid Expenses and Deferred Expenses	409	353	Other Liabilities		
Other Assets			TOTAL LIABILITIES		
Petty Cash	50	50	Fund Balance - Appropriated		
Investments	750	750	Fund Balance - Unappropriated		
			TOTAL FUND BALANCE	* 2,689	** (3,653)
TOTAL ASSETS	7,671	2,653	TOTAL LIABILITIES AND FUND BALANCE		

Date May 16, 1977


Executive's Signature

EXPENDITURES FOR CURRENT SERVICE OPERATIONS:

2100 Salaries	117,399	86,383	34,830	1,546	50,007				
2200 Employee Health & Retirement Benefits	16,080	9,852	3,972	177	5,703				
2300 Payroll Taxes	9,900	6,729	2,713	121	3,895				
2400 Professional Fees & Contract Services	800	542	218	10	314				
2500 Supplies	3,200	2,042	823	37	1,182				
2600 Telephone & Telegraph	4,500	2,923	1,179	52	1,692				
2700 Postage & Shipping	2,600	1,300	524	23	753				
2800 Occupancy (Buildings & Grounds)	8,928	6,555	2,643	117	3,795				
3100 Outside Printing, Art Work, etc.	1,500	336	135	6	195				
3200 Local Transportation	5,525	4,171	1,682	75	2,414				
3300 Conferences, Conventions, Mtgs., etc.	3,000	3,892	1,569	70	2,253				
3400 Subscriptions & Reference Publications	350	158	64	3	91				
3500 Specific Assistance to Individuals	75	37	15	1	21				
4100 Organizations Dues	600	213	86	4	123				
4200 Awards & Grants	2,500	285	115	5	165				
4300 Equipment & Other Fixed Assets	700	857	346	15	496				
4900 Miscellaneous	177,657	126,275	50,914	2,262	73,099				
TOTAL	6,115	1,481	597	27	857				
5000 Ties/Support Pay. to Nat'l Parent Org.	183,772	127,756	51,511	2,289	73,956				

SUPPORT/REVENUE FOR CURRENT OPERATIONS:

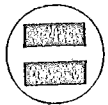
100 Contributions - General	4,000	1,744	703	31	1,010				
300 Special Events									
500 Bequests, Non-Endowment	5,000	1,000	403	18	579				
700 Associated Organizations									
800 Allocated From Other United Funds	20,000	13,946	5,623	250	8,073				
900 Unassociated, Non-Fed. Fund Raising Orgs	10,000	5,508	2,221	99	3,188				
1000 Fees & Grants From Government Agencies									
1100 Membership Dues - Individuals									
1200 Assessments & Dues - Local Member Units									
1300 Program Service Fees									
1400 Sales to Local Member Units									
1500 Sales to Public									
1600 Investment Income									
1700 Miscellaneous Revenue	14,052	1,954	788	35	1,131				
(B) TOTAL SUPPORT/REVENUE	53,052	24,152	9,738	433	13,981				

NET DEFICIT - (A) Minus (B)

United Way in-kind Supp. 6,720 5,040 2,032 90 2,918

UNITED FUND SUPPORT 124,000 92,222 37,184 1,651 53,387

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
NET DEFICIT - (A) Minus (B)	130,720	103,604	41,773	1,856	59,975			
United Way in-kind Supp.	6,720	5,040	2,032	90	2,918			
UNITED FUND SUPPORT	124,000	92,222	37,184	1,651	53,387			



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Paul Cook

Gayle Gemmell

Father Joseph Haley, C.S.C.

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Secretary to Executive Director

Ms. Linda Frazier
Secretary/Receptionist

A NATIONAL
URBAN LEAGUE
AFFILIATE



A United Way Agency

May 11, 1977

Ms. Susanne Frank
Benjamin Franklin Savings & Loan
One S.W. Columbia, 16th Floor
Portland, Oregon 97258

Dear Ms. Frank:

The Urban League Board of Directors sincerely thank you and Benjamin Franklin for your generous offer of a meeting place for the Board during the months of May through August.

The next Board meeting is on May 19th at 7:30 p.m. The meetings are held on the third Thursday in each month.

Enclosed is a list of the Board members and staff that may be attending Board meetings.

Sincerely,

Luis Alvarez
Chairman Search Committee

Vernon V. Chatman
Staff

LA, VVC:lf

URBAN LEAGUE OF PORTLAND

MAY 19, 1977

AGENDA

1. Roll Call
2. Approval of Minutes
3. Correspondence
4. Committee Reports
 - a. E.O.D...Mary Wright, Betty Schedeen, Gertrude Rae, George Rankins
 - b. Membership.....John Hansen, Gail Jones
 - c. Education.....
 - d. Senior Citizens.....Charles Moss
 - e. Board/Staff Seminar.....Herb Cawthorne
 - f. ED&E Conference....James O. Brooks, George Rankins, Charles Ganter
 - g. Search.....Luis Alvarez
 - h. Legal/Personnel.....H.J. Belton Hamilton
5. President's Remarks
6. Executive Director's Report
7. Unfinished Business
8. New Business
9. Adjournment

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting
May 19, 1977

The meeting was called to order at 7:30 p.m., at the Benjamin Franklin Building located at One S.W. Columbia, Training Room A, by President Geraldine A. Christian.

Prior to the Board Meeting, Roy Schnaible, gave the slide presentation that was submitted to the United Way Budget Panel #8.

Directors in attendance at the Board Meeting were: Luis A. Alvarez, Bruce Baker, David Baugh, Herb Cawthorne, Paul Cook, Gayle Gemmell, Joseph Haley, H. J. Belton Hamilton, John Hansen, Ernest Hartzog, Father Ollie Moreland, Fred M. Rosenbaum, Roy Schnaible and Geri Ward. Staff was represented by James O. Brooks, Martha Martin, Gertrude Rae, Gail Jones, Vernon Chatman and George Rankins.

The Board delayed on approval of the March Minutes until the Board receives the corrected copy. (Copy of the corrected March minutes enclosed).

Ernest Hartzog made a motion that the minutes of the April 12, 1977, special call meeting of the Board be approved. Motion seconded by Roy Schnaible and carried.

John Hansen made a motion that the minutes of the April 21, 1977, Board Meeting be accepted with the correction regarding the motion referring to Prince Hall Masons. Motion seconded by Ernest Hartzog and carried.

COMMITTEE REPORTS

E.O.D.-- Staff report on the E.O.D. Awards Dinner was made by Gertrude Rae, committee resource person. (Copy of the report attached to file copy of minutes and distributed to Board Members upon request. Copies of the third quarterly budget report to United Way was distributed also).

Suggestions from Board Members regarding future E.O.D. meetings included:

- There should be E.O.D. Dinners only every 2 to 3 years
- Reduce the number of awards
- Present awards to only one or two persons recognized for their achievements

- There could be E.O.D. dinners without presenting awards if there are not any qualified recipients that deserve awards
- Awards shouldn't be given out every year
- The E.O.D. Committee should be set up early
- The E.O.D. Committee should present the Board with their criteria for awards

The Board will be discussing the E.O.D. at a later meeting.

MEMBERSHIP - John Hansen, Committee Chairman, reported the Executive Committee agreed to extend Gail Jones' employment to the end of June.

There has been an increase in the number of new members due to the membership drive. The drive has made over \$2,000.00 as of to date.

Ms. Jones is working on a project with the Trailblazers wives. Hopefully it will get started this fall.

Any Board Member that may have potential member(s) in mind, and does not have the time to make a presentation, should call Gail Jones and she will talk to them directly.

The new business members will help benefit the Urban League progressively.

Gail Jones, Membership Coordinator, reported, there are more large businesses joining the Urban League.

The contest between the eleven churches in the Albina area is not going too well, due to a conflict with the NAACP having a contest between churches in the Albina area.

EDUCATION - Report enclosed in notebooks

SENIOR CITIZENS - In the absence of the Committee Chairman, James O. Brooks reported that the committee currently consists of only two members.

The Executive Director requested that any Board Member who knows of any person(s) that would like to volunteer to serve on the Senior Citizens Committee, to please contact the downtown office.

David Baugh volunteered to serve on the Senior Citizens Committee.

BOARD/STAFF SEMINAR - Herb Cawthorne, Committee Chairman, reported there will be a delay in giving the report. He will present it at the next meeting.

OMDT - James O. Brooks reported he and other staff members attended the E.D.&E.-L.E.A.P. Conference in Atlanta, Georgia, May 9-13. It was the first time the National Urban League had ever had sessions with all the manpower programs in one conference. Representatives from the Department of Labor and Government, Industry and Management, were speakers and presentors at the conference.

Funds will be available through the Carter Administration for more youth manpower programs and rural programs.

SEARCH - Luis A. Alvarez, Committee Chairman, reported that Mr. Vernon Chatman was responsible for getting the place for this meeting. The committee met on May 9th, to discuss different possibilities and locations. Board meetings can be held in the Benjamin Franklin Building through the end of August-1977.

Ollie Moreland reported there is another alternative where Board meetings could be held-University of Oregon Dental School, 3180 S.W. Sam Jackson Road, in the Medical Research Building, Room 310. The room seats thirty people, parking will be available.

The committee would like for the Board meetings to rotate in order to decide which one they prefer.

The Executive Director reported that the Seattle and Tacoma Urban League Executive Directors, attended the April 15th Building Committee meeting. They informed the Building Committee on how they acquired their buildings. Seattle and Tacoma Directors presented the committee with two options-rehabilitating or buying a new building. The committee has retained all the documentation.

Luis Alvarez requested assistance from Board Members to keep an eye open for buildings up for sale.

Vernon Chatman read a letter which was sent to Susanne Frank of Benjamin Franklin, thanking her and Benjamin Franklin for letting the Board use their building through August, 1977.

LEGAL - H. J. Belton Hamilton, Chairman, reported the Board has the remainder of 1977 to make its decision on tax exempt status under 501(c)(3). To prepare the Board on making its decision, the Legal Committee was assigned to prepare a briefing paper on the matter. Legislature is still in session and the Legal Committee will wait until the new laws come out of the session. If The National Urban League makes a further determination, there will be no need to write the briefing paper.

EXECUTIVE DIRECTOR REPORTED:

The Urban League of Portland will host the National Urban League Regional L.E.A.P. Convention, at the Sheraton Motor Inn in the Lloyd Center, June 7-10, 1977. Eleven Western Regional Affiliates plus National

Urban League staff persons will be attending. The Urban League of Portland's only participation in hosting the convention was by arranging a meeting place.

The Whitney M. Young film will be shown to the public on May 29, 1977 at 2:30 p.m., on Channel 8. The film will also be shown during the L.E.A.P. convention.

The Personnel Committee should meet to consider revision of Urban League Personnel Policies.

Calvin Henry telephoned and stated that the Senate Bill 850 is still in the Ways and Means Committee.

PRESIDENT REPORTED:

The Chairman of the Nominating Committee has informed her that a new Board Member will be elected, hopefully before the Board/Staff Seminar.

Two new committees were appointed at a previous meeting. The committees are as follows:

Search - Chairman, Luis Alvarez
By-Laws - Chairman, Kevin Collins

UNFINISHED BUSINESS

After Board discussion, it was agreed to not hold Board meetings during July and August of this year. However, all committees will be in operation during this period.

President Christian stated: perhaps there will be some way to keep Board Members informed on actions taken by committees during July and August.

John Hansen stated that he would check and see if KPTV could host a June luncheon.

President Christian stated that a letter will be written to Benjamin Franklin, releasing the room.

ANNOUNCEMENT

Bruce Baker reported to the Board that the Portland Police Bureau will hold examination during July of this year.

Meeting adjourned at 8:55 p.m.


Jon Batiste, Secretary

URBAN LEAGUE OF PORTLAND

JUNE 23, 1977

AGENDA

1. Roll Call
2. Approval of Minutes
3. Correspondence
4. Committee Reports
 - a. Board/Staff Institute.....Herb Cawthorne
 - b. Membership.....John Hansen
 - c. E.D.E.....
 - d. Search.....
 - e. Personnel.....H.J. Belton Hamilton
5. President's Remarks
6. Executive Director's Remarks
7. Unfinished Business
8. New Business
 - a. School District Sub Committee Proposal or desegregation-
(Enclosure Action)
 - b. Martin Luther King Petition(Enclosure Action)
9. Adjournment



THE URBAN LEAGUE OF PORTLAND

WORKING TO IMPROVE THE TOTAL COMMUNITY IN THE AREA OF INTERGROUP RELATIONS

MAIN OFFICE • 404 COMMUNITY SERVICE CENTER • 718 WEST BURNSIDE • PORTLAND, OREGON 97209 • 224-0151
FIELD OFFICE • 202 WALNUT PARK BLDG. • 5329 N. E. UNION • PORTLAND, OREGON 97211 • 288-6517

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 AFFILIATE

MEMORANDUM

TO: Urban League Board Members

FROM: Geraldine A. Christian, President

DATE: June 17, 1977

The June Board of Directors meeting for the Urban League of Portland will be held Thursday, June 23, 1977, at the Benson Hotel, Executive Rooms A&B, at 12:00 noon.

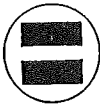
Luncheon meeting hosted by John Hansen. This will be the last meeting before the summer vacations.

Please call Martha at 224-0151 to confirm your attendance.

GAC:mmm



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MEMORANDUM

TO: All Board Members

FROM: Geraldine A. Christian, President

DATE: June 29, 1977

RE: Jefferson Proposal

There will be a special call meeting of the Urban League Board of Directors, Wednesday, July 6, 1977, at 5:30 p.m., Room 217, at 718 West Burnside.

The one agenda item will be the Jefferson Proposal.

Please call Martha at 224-0151 to confirm your attendance.

GAC:mm



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AFFILIATE



A United Way Agency

To: All Board Members

From: Geraldine A. Christian

Date: July 12, 1977

Re: Special Board Meeting

There will be a special call meeting on Monday, July 18, 1977 at 5:30 p.m. in room 217.

The agenda will be limited to consideration of the 1977-1978 budget.

Please call Linda, 224-0151, to confirm your attendance.

GAC:lf



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A United Way Agency

To: All Board Members

From: Geraldine A. Christian, President

Date: July 13, 1977

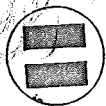
Re: Special Board Meeting

There will be a special call meeting on Thursday, July 21, 1977 at 5:30 p.m. in room 217.

The agenda will include consideration of the Education Committee's report and recommendations for Board policy statement regarding Jefferson proposal and other matters.

The meeting will be brief.

GAC:lf



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A United Way Agency

EXECUTIVE DIRECTOR

Report for the Month of April, 1977

Board Meeting #9

May 19, 1977

Significant events during the Month of April included these events:

The Finance Committee and Budget Committee gave their scheduled budget presentation April 12, 1977, to the United Way Allocations Panel. Board Member Roy Schnaible, gave an excellent visual slide presentation with accompanying verbal commentary. The Finance Committee, Chaired by Board Member, Charles Moss and Deputy Executive, Ms. Rae answered inquiries regarding the budget. Appropriate supporting remarks were made by the Executive Director and Board Member John Hansen. The consensus of the presentors was that the total atmosphere and reception was decidedly more positive than ever before.

The Wages, Welfare or What, two day congress was a tremendous success. The Urban League of Portland was one of the several sponsors of the event. The two day deliberations drew over one thousand persons each day to hear prominent national speakers discuss the various aspects of Income Maintenance and Employment practices. Plans are now underway for a series of Town Hall meetings in the fall to further explore directions enunciated of the conference.

The E. D. & E., Director and Executive Director met with the Contractors Management Association and the Port of Portland officials to negotiate an amendment to the Port's Set Aside Proposal for minority contractors. The Urban League staff as convenors were able to reach an equitable resolution to both parties (included in E. D. & E. report).

The Executive Director, E. D. & E. Director and the L.E.A.P. Director met with the Governor to discuss some concerns regarding the L.E.A.P. expansion proposal and involvement of minorities in the employment patterns of the Port of Portland. This being our second session with the Governor we have some steady groundwork to accomplish to bring this project to fruition. The Governor himself, again expressed a very positive reaction to the proposal.

On May 4, 1977, at Portland State University the Urban League of Portland revived the Equal Opportunity Day Award Celebration. Masterminded and spearheaded by Co-Chairpersons, Mary Wright and Betty Schedeen assisted by staff persons, Ms. Rae and George Rankins. The affair drew a capacity audience and was extremely well received. This office has received nothing but accolades regarding the affair. My personal thanks and gratitude to the Co-Chairpersons and the staff who performed a yeoman task - A JOB WELL DONE!!

The Urban League of Portland will host the National Urban League Regional L.E.A.P. Convention on June 7-10, at the Sheraton Motor Inn at the Lloyd Center. Representatives from all the Western Regional Affiliates plus National Urban League staff persons will be in attendance. Interested Board Members are invited to observe the sessions. The agenda for the meetings have not yet arrived.

A detailed report of significant data from the first National Urban League E. D. & E. Conference held in Atlanta, Georgia - May 9-13, 1977 will be included in the June report.

September 2, 1977

Mr. James Brooks
Executive Director
Urban League of Portland

Mr. Brooks:

The eight weeks Clerical Training Class sponsored by 1st State Bank and the Urban League were completed on August 24, 1977.

Staff assesment of the project is very positive and the general feeling is that a number of good things happened, even though our primary goal was not attained. Each of the five students and the three members of the staff felt that they made some improvement in their clerical skill and had a better understanding of good office procedure.

There are at least three other institutions interested in the participants regarding entry level positions. We also learned that our selection process must be improved.

Representatives from 1st State Bank are encouraged and have expressed an interest in sponsoring another training session at an early date.

The project was a real learning experience for staff and students; it also clearly demonstrates a way the business community can make a real contribution toward improving the quality of life for others.

From,

Mr. Vernon Chatman
Director of Education
and Youth Incentives

VC/vs

INTER-OFFICE MEMORANDUM

RECEIVED
SEP 6 1977

URBAN LEAGUE OF PORTLAND

TO: James O. Brooks
Executive Director

FROM: Charles E. Ganter *C*
Executive Director

DATE: September 1, 1977

SUBJECT: Narrative

The month of July saw us surpassing our contractual goals. In our preliminary planning, July and August were projected as planning and promotion months to secure enough applicants for the fall season when most of the trades normally start interviewing. In preparing for the proposed interview sessions, our class participation for the summer months has been outstanding. We have averaged 12 - 15 students per week, plus two to three females have been attending regularly. With the temperature soaring in the high 90's, that's an excellent record.

Staff members took part in HRDI's Vocational Training Institute. Paul and I attended the Washington State Building and Construction Trades Council's Convention. Some very favorable comments were made about our L.E.A.P. program and our working relations with the construction industry in the Portland area, which contributes to the success we've had in preparing and placing minorities in apprenticeship. It was quite noticeable, there was one Black Representative in the entire convention (Washington Representative). A varied difference from the State of Oregon and the number of black labor leaders that represent their various unions.

I've been working with a representative (Black) from the employment service in Eugene, Oregon, trying to interest or qualify black males to enter Barber school or any licensed Black barber to move to Eugene to open a barbering business. Presently, there are no black barbers in the City of Eugene or Corvallis. To date we have found one potential candidate.

The retired Executive Director, E. Shelton Hill and I attended the banquet celebrating the 40th anniversary of apprenticeship, Oregon was one of the 28 States hosting a regional banquet in recognition of the anniversary day, similar banquets were held throughout the nation on that day, August 16. A ten year plan was made for apprenticeship, goals, timetables and new developments. An interesting note: our projection for the future for L.E.A.P. in terms of expansion, additional staff for the Women's Division are all in direct communication with the thinking of the National office. It is my understanding that the National L.E.A.P. staff is recommending that all L.E.A.P. programs have a Women's Component. Presently there are fifteen programs with a women's component.

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We have four female L.E.A.P. Directors in the movement.

Year to date, we have placed a total of 141 applicants, they are as follows: apprentices-46, journeymen trainees-20, non-construction occupations males-34, and females-41. Seventeen women in the construction field. Recruitment has started for sheetmetal applications, cut off date for accepting applications is September 30, 1977. In making referrals for the sheetmetal program, remember, geometry is a must.

CEG/fv

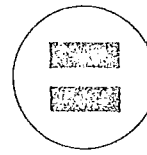
TO WHOM IT MAY CONCERN:

I would like to add my name to the list of those concerned citizens who endorse and request that the following improvements be made at the Irving Park Facility:

- . a lighting system for the senior league baseball diamond
- . a permanent fence bordering the senior baseball diamond
- . an electrical outlet(s) for the concession area
- . improved overall maintenance of park--playground area, baseball diamonds, etc.

Completion of the above mentioned improvements would enhance the programs and activities now being offered at the Irving Park Facility.

James Brooks
Urban League



National Urban League, Inc.

The Equal Opportunity Building
500 East 62nd Street, New York, N.Y. 10021
Telephone: (212) 644-6500

RECEIVED
AUG 19 1977

August 8, 1977
URBAN LEAGUE OF PORTLAND

Miss Lauri Anne Kemp
3824 S.W. Plum - Apt. #8
Portland, Oregon 97219

Dear Lauri:

It is a sincere pleasure to extend to you my personal congratulations on your selection as one of the ten winners of the National Urban League - Liggett Group, Inc. Essay Contest. Your essay, in response to: Education And Equal Opportunity In A Free Enterprise Society, was outstanding. A check for the five hundred dollars (\$500) which you have won, will be sent directly to the Dean of Students - Washington State University, Pullman, Washington by the Liggett Group, Inc., Durham, North Carolina. In consultation with you and/or your family, the money is to be applied to your tuition, board, or book charges.

If you have any questions, please contact Ms. Carol Gibson, Director of Education of the National Urban League.

My best wishes as you continue to pursue your education.

Cordially,


Vernon H. Jordan, Jr.
Executive Director

VEJ/pf

cc: Dean of Students - Washington State University
Donald G. Nyreen - Liggett Group, Inc.
Portland Urban League
Western Regional Office, NUL

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Treasurer

Jan Batiste
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Mrs. Geri Ward
Member at Large

Dr. Ernest Hartzog
Member at Large

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STAFF

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Executive Director

Nathan W. Nickerson
Deputy Director
Field Operations

Mrs. Gertrude M. Rae
Deputy Director
Program and Fiscal Operations

George Rankins
Director of
Manpower Operations

Vernon V. Chatman
Director of
Education and Youth Incentives

Ms. Pamela Howard
Administrative Assistant
Fiscal Affairs

Mrs. Marilyn Hinton
Field Office Secretary

Mrs. Martha Martin
Secretary to Executive Director

Ms. Linda Frazier
Secretary/Receptionist

A NATIONAL
URBAN LEAGUE
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A United Way Agency

August 1977

August 25, 1977

Ms. Marilyn Ward
Trust Division
U.S. National Bank
321 SW 6th Avenue
Portland, Oregon 97208

Dear Ms. Ward:

During the 1976-77 school year, we were able to assist 26 students by providing school clothing, fees, or transportation costs expending a total of \$751.79 from our Brady Funds.

Prior to receipt of the \$1,000 allocation for the 1976-77 school year, we had a balance in the fund of \$747.17. There is a balance on hand as of this date of \$995.38. A portion of this balance has been committed to assist students in four families who have already requested assistance for the 1977-78 year.

We sincerely appreciate the opportunity to assist these young people and hope that our agency will be selected in the Brady Trust Fund Program for the 1977-78 school year.

Sincerely,

Gertrude M. Rae
Deputy Executive Director
Program and Fiscal Operations

GMR:cj

FOR YOUR INFORMATION

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting
June 23, 1977

The meeting was called to order at 12:20 p.m., at the Benson Hotel, 309 S.W. Broadway, in Executive Rooms A and B, by Vice President, John S. Hansen.

Directors in attendance were: Bruce Baker, Jan Batiste, Herb Cawthorne, Paul Cook, Judge H. J. Belton Hamilton, Dr. Ernest Hartzog, Michael Jordan, Richard A. Miller, Ollie Moreland, Charles Moss, Roy Schnaible, Linda Torrence, Gene H. Walter and Geri Ward. Staff was represented by James O. Brooks, Gertrude M. Rae, Nathan W. Nickerson, Vernon V. Chatman, Grady Tarbutton and Martha L. Martin.

Mr. Moss made a motion that the Board approve the minutes of the March 17, 1977 Board meeting as amended. Motion seconded by Mr. Walter and carried.

Mr. Moss made a motion that the Board approve the minutes of the May 19, 1977 Board meeting with the following amendment: deletion of "Father" preceeding Ollie Moreland's name in the listing of persons present. Motion seconded by Dr. Hartzog and carried.

The Executive Director informed the Board that the Senior Adult Committee will be making a recommendation to the Board regarding Metro Mobility.

COMMITTEE REPORTS

Board/Staff Institute - Herb Cawthorne, Committee Chairman, reported that the committee met June 15th at City Hall to discuss better orientation of new Board members and Staff members. The committee listed four concerns:

1. Orientation for new Board members
2. On-going orientation for Board members
3. Orientation of Staff members
4. Orientation of Board and Staff

Dr. Hartzog made a motion that the Board/Staff Institute Committee draw up an outline for a one-year program of orientation and present it to the Executive Committee. Motion seconded by Mr. Walter and carried.

Membership - John Hansen, Committee Chairman, distributed a written report and reported:

1. The Urban League has 36 new business memberships and 192 new individual memberships as a result of the membership drive, for a total of \$2,783.00.
2. The Urban League has 917 current members as of to date.
3. Other businesses have pledged to join the Urban League at a later date.

Upon a recommendation made to the Board by Mr. Hansen, Dr. Hartzog made a motion that Gail Jones be re-hired by the Urban League for the period

January, 1978 through June, 1978 at a rate of \$30.00 per day, eight hours per day, three days a week, subject to the availability of funds. Motion seconded by Mr. Moss and carried.

E. D. & E. - Written reports were mailed to the Board prior to this Board meeting. The Board recommended that the President review the E. D. & E. Committee and establish a functioning one within the next three weeks.

Search - Vernon V. Chatman, Staff Coordinator for the committee, reported that the September Board meeting will be held in the Pacific Northwest Bell building at 735 S.W. Stark.

Personnel - H. J. Belton Hamilton, Committee Chairman, reported that the evaluation of the Executive Director is in progress. Following completion of the evaluation, a report will be presented to the Board.

Public Relations - There was Board discussion regarding the lack of minority television and radio programs in the Portland area, and the Urban League's role in correcting the situation. Ms. Batiste made a motion that the Public Relations Committee research this matter and report back to the Board. Motion seconded by Mr. Cawthorne and carried.

The Executive Director reported that he had met with Mary Edwards, Executive Director of the National Conference of Christians and Jews and Rev. John Jackson, President of the NAACP, to discuss the possible merging of the three Police-Community Relations Committees currently being operated separately by the three organizations.

Mr. Moss reported that the Urban League had not yet received notification from United Way regarding the allocation for 1977-78. Mr. Cook made a motion that a special Board meeting be called following notification of the allocation by United Way and revision of the budget by the Finance Committee for the purpose of Board approval of the budget. Motion seconded by Mr. Jordan and carried.

Mr. Jordan made a motion that the Board endorse the Martin Luther King petition (material enclosed with prior mailing). Motion seconded by Ms. Batiste and carried.

Ms. Batiste made a motion that the school desegregation proposal (copies mailed to Board members prior to this meeting) be referred to the Urban League Education Committee for study and a Board meeting be called prior to the School Board's meeting. Motion seconded by Mr. Jordan and carried.

Meeting adjourned at 2:10 p.m.


Jan Batiste, Secretary

URBAN LEAGUE OF PORTLAND
Board of Directors Special Call Meeting
July 6, 1977

The meeting was called to order at 5:40 p.m. in Room 217 of the Community Service Center, 718 W. Burnside, by President Geraldine A. Christian.

Directors in attendance were: Bruce Baker, Marlene Bayless, Allison Belcher, Kev Collins, Gayle Gemmell, Father Joseph Haley, Judge H. J. Belton Hamilton, John S. Hansen, Dr. Ernest Hartzog, Ollie Moreland, Ted Runstein, Roy Schnaible, and Linda Torrence. Staff was represented by James O. Brooks, Vernon V. Chatman and Martha L. Martin. Also present was Jeana Woolley, member of the Education Committee.

Mr. Chatman informed the Board that copies of the Jefferson desegregation proposal had been distributed to the Urban League Education Sub-Committee, but that the sub-committee had not had adequate time to conduct the necessary research.

Ms. Woolley reported that additional time ~~is~~ needed to complete research on the proposal and requested that the School Board delay their decision until the research ~~is~~ completed. The sub-committee will develop a policy statement if an extension is granted by the School Board.

Judge Hamilton made a motion that the Executive Director write a letter to the School Board requesting a delay in their decision regarding the Jefferson desegregation proposal in order that the Education Committee of the Urban League may have additional time to study and research the proposal and make a recommendation to the Urban League Board. Motion seconded by Ms. Bayless and carried.

President Christian reported that United Way had allocated \$140,000 to the Urban League for 1977-78.

Meeting adjourned at 6:30 p.m.


Jan Batiste, Secretary

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting
July 18, 1977

The meeting was called to order by President Christian at 5:35 p.m. for the purpose of approving the Urban League 1977-78 budget. Other Board Members in attendance were Kevin Collins, Belton Hamilton, Paul Cook, David Baugh, John Hansen, Allison Belcher, Gail Gemmell, Ted Runstein, Roy Schnaible, Michael Jordan, Mary Wright, Linda Torrence, and staff members, James O. Brooks and Gertrude M. Rae .

Charles Moss, Chairman of the Budget Committee, reviewed the proposed budget as revised by the Budget Committee after notification of our allocation of \$140,000.00 from United Way. He called special attention to the line item captioned miscellaneous revenue in the amount of \$10,000.00, which is an amount which should be raised to balance the projected budget, and to the fact that the additional staff person had been deleted from the revised budget. He then called attention to the proposed salary increments for current staff.

Mrs. Belcher raised the question of how these salaries compared with salaries of other agencies. Mr. Hansen responded by reading some comparisons which had been compiled last year. Mrs. Belcher then stated her concern that the clerical salaries seemed low in comparison to professional salaries.

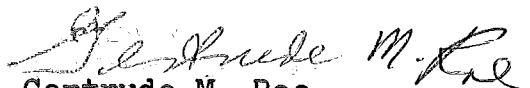
Paul Cook, at this point, called attention to Article 6, Section 1 of the By-Laws which state that salaries should be recommended by the Executive Committee and approved by the Board.

After considerable discussion regarding validity of approval, waiving of procedures, the Executive's evaluation, etc., a motion was made by Charles Moss that the budget dollar amount of \$188,000.00 be approved and that approval of line items be deferred until decision is made re salaries. Motion seconded by Mrs. Belcher and carried. (Note: Kevin Collins and Belton Hamilton had left the meeting prior to this vote.)

President Christian asked for volunteers for the Economic Development and Employment Committee and received no response.

Mr. Hansen called attention to the fact that we have erroneously been calling the Budget Committee the Finance Committee and the Finance Committee, the Resource Committee. The President indicated that proper designations will be used in the future.

Meeting adjourned.


Gertrude M. Rae
Secretary Pro Tem

URBAN LEAGUE OF PORTLAND
Board of Directors Special Call Meeting
July 21, 1977

The meeting was called to order at 5:30 p.m. in Room 217, of the Community Service Center, 718 West Burnside, by President Geraldine A. Christian.

Directors in attendance were: Allison Belcher, Herb Cawthorne, Kev Collins, Judge H. J. Belton Hamilton, John S. Hansen, Dr. Ernest Hartzog, and Linda Torrence. Staff was represented by Vernon V. Chatman. Also present were Jeana Woolley and Benita Stroughter, members of the Education Committee.

Mr. Chatman introduced Jeana Woolley and Benita Stroughter who presented a report on the research and policy statement developed by the Urban League Education Sub-Committee regarding the Jefferson desegregation proposal.

Some minor revisions in the statement were suggested by Board members.

Due to lack of a quorum, action regarding approval of the statement was deferred until the Vice President could poll the Executive Committee.


Jan Batiste, Secretary



THE URBAN LEAGUE OF PORTLAND

WORKING TO IMPROVE THE TOTAL COMMUNITY IN THE AREA OF INTERGROUP RELATIONS

MAIN OFFICE • 404 COMMUNITY SERVICE CENTER • 718 WEST BURNSIDE • PORTLAND, OREGON 97209 • 224-0151

FIELD OFFICE • 202 WALNUT PARK BLDG. • 5329 N. E. UNION • PORTLAND, OREGON 97211 • 288-6517

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Vice President

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Vice President

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Member at Large

Dr. Ernest Hartzog
Member at Large

DIRECTORS

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Marlene Bayless

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Secretary/Receptionist

A NATIONAL
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A United Way Agency

MEMORANDUM

To: Urban League Board Members

From: Geraldine A. Christian, President

Date: September 9, 1977

Re: September Board Meeting

The September Board Meeting will be held Thursday, Sept. 15, 1977 at 7:30 p.m.

Pacific Northwest Bell is providing us with a meeting room in the Cap II Building at 735 SW Stark.

Enter the building on the Stark street side and take the stairway on the right to the Multi-Purpose Room on the lower level.

I hope to see all of you there.

GAC:cj

URBAN LEAGUE OF PORTLAND

September 15, 1977

AGENDA

1. Roll Call
2. Approval of Minutes
3. Correspondence
4. Committee Reports
 - a. Education Jeana Wooley/Benita Stroughter
 - b. E.D. & E. George Rankins
 - c. Executive Geraldine Christian
 - d. Senior Citizen's Resource . Charles Moss
 - e. Nominating
5. President's Remarks
 - a. Personnel Action
6. Executive Director's Remarks
7. Unfinished Business
8. New Business
 - a. Apple Bowl Action
 - b. Irving Park Action
9. Adjournment

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting
September 15, 1977

The meeting was called to order at 7:58 p.m., at 735 S.W. Stark, in the Multi-Purpose Room of the Pacific Northwest Bell Building, by President Geraldine Christian.

Directors in attendance were: Luis Alvarez, Marlene Bayless, Geraldine Christian, Kev Collins, Paul Cook, Gayle Gemmell, Father Joseph Haley, John Hansen, Michael Jordan, Ted Runstein, Geri Ward, and Mary Wright. Staff was represented by James O. Brooks, Gertrude Rae, Nathan Nickerson, Vernon Chatman, George Rankins, Verdie Stewart, and Colette Jeffries. Also present were Benita Stroughter, Jeana Woolley and Nick Barnett.

Mr. Nick Barnett, Executive Director of the Metropolitan Human Relations Commission, asked if the Urban League would sponsor two Ceta positions. If the City Council gives the funds, these positions would be assigned to the Ad-Hoc Committee. Kev Collins made a motion that the Urban League be a sponsor for the Ceta project. Motion was seconded by Mr. Hansen and carried.

The Executive Director stated that the Urban League would be responsible for the bookkeeping of the two Ceta positions.

A motion was made by Mr. Hansen for the Board to approve the minutes of the June 23, 1977 Board Meeting. The motion was seconded by Geri Ward and carried.

A motion was made by Mr. Hansen for the Board to approve the minutes of the July 6, 1977 Board meeting. The motion was seconded by Kev Collins and carried.

~~A motion was made by Mr. Jordan for the Board to approve the minutes of the July 13, 1977 Board Meeting. The motion was seconded and carried.~~
A motion was made by Mr. Jordan for the Board to approve the minutes of the July 13, 1977 Board Meeting. The motion was seconded and carried.

The minutes of the July 23, 1977 Board meeting were distributed to the Board for their information only, because there was no quorum at the meeting and no action was taken.

Correspondence from the City-County Commission on Aging was read which stated that a meeting was to be held on September 21, 1977 to solve some of the problems of older people. Mr. Collins volunteered to attend the meeting if no one else could attend.

Committee Reports

Education - Ms. Benita Stroughter and Ms. Jeana Woolley presented the report on the Jefferson Desegregation Proposal. Copies were distributed to the Board Members in attendance. (A copy is attached to the file copy of the minutes.)

E.D. & E. - The E.D. & E. Committee report was handed out to the Board members in attendance. There was discussion regarding the Air National Guard Test being culturally discriminatory. The Executive Director stated that he would be coming to the Board for approval of funds to have tutors for this test if the government does not give the funds.

Mr. Rankins stated that he was setting up a meeting with volunteers on the E.D. & E. committee who were not members of the Board. President Christian stated that he had a Board Committee with Andrew Kerr as Chairman.

The Executive Director agreed to call to see if the Air National Guard test had been validated and how. He also agreed to call the Post Office and the Civil Service Commission to see if their test had been validated.

Executive - President Christian stated that the Executive Committee had approved the pay raises and salaries before finding out from the By-Laws and the minutes from another meeting that the Board should have also approved them.

Mr. Hansen made a motion that the Board accept the action that was taken by the Executive Committee concerning the salary increases. Michael Jordan seconded the motion and it was carried with four opposing votes. (Gayle Gemmell, Paul Cook, Mary Wright, and Kev Collins)

President Christian requested that the By-Laws and Personnel Policies Committee get together and re-word the documents so that neither of the policies contradicts the other.

Senior Citizens Resource - Executive Director reported:

1. The price of the insurance was not feasible on the Station Wagons.
2. One of the Station Wagons is on loan to Metro-Mobility.
3. Major repairs for the Station Wagon came to \$281.50.
4. He recommended that the Board give the Executive permission to ask Pacific Northwest Bell if we could give the Station Wagons to Metro-Mobility in exchange for their services.

A motion was made by Mr. Jordan to give the Executive permission to ask Pacific Northwest Bell if we could give the Station Wagons to Metro-Mobility in exchange for their services. The motion was seconded by Mr. Hansen and carried.

President Christain reported:

She and some of the staff attended the National Urban League Convention. She stated that the staff had some tapes of the major speeches. Mr. Collins made a suggestion that the tapes be played on various radio stations.

Executive Director reported:

The Executive Director informed the Board that he would talk to anyone about the convention. The Executive Director suggested that the Program Committee work out some luncheons or interest groups to hear the tapes. He stated that he felt the most beneficial speech was the one on fringe benefits and salaries.

There was discussion from the Board regarding a special agency where donations could be sent to the family of the little girl who had a Sickle Cell Anemia attack and died of stress while being harassed by white people when she got off the school bus. The Executive Director stated that he would check on this and report back to the Board.

Kev Collins suggested that we donate funds as individuals to the family of this child. The Executive Director is to get information from the Chicago Urban League regarding names and addresses of the child's family. Staff is to prepare a statement for the President to issue stating our position.

There was also discussion from the Board regarding the Bakke case which is coming up before the Supreme Court. The Executive Director stated that he would obtain a position paper regarding the Bakke case from the Legal Counsel of the National Urban League and that he would give the paper to the Legal Committee, if they would like.

Marlene Bayless made a motion that the Executive Director inquire of the National Urban League whether or not they intend to submit a brief in the Bakke case and if they do not, that this Board would like to go record as requesting them to do so. The motion was seconded and carried.

Unfinished Business


Apple Bowl - The Executive Director stated that he had been contacted regarding being a sponsor for the Apple Bowl to be held in the King Dome. They are asking that the Urban League put up posters and make available to anyone who wants them ticket order forms concerning the game. An I.D. number would be put on the forms and when any form was sent in with our I.D. number on it, we would receive 10%.

No action was taken on this topic.

Irving Park - Softball coaches are asking that improvements be made to the ball park. They feel the park was not competitive enough with the other ball parks.

No action was taken on this topic.

The meeting was adjourned at 10:13 p.m.


Secretary, Jan Batiste

JB:cj

September 15, 1977

Report on Portland Desegregation Coalition

To: Portland Urban League Board of Directors

Summary: To provide a vehicle for community input and involvement in the school desegregation issue in Portland a coalition of organizations and individuals has been formed. The Urban League is represented by Jeana Woolley and Benita Stroughter of the Education Committee.

As of this date, the coalition as a whole has met on three occasions; August 23, 1977, September 1, 1977 and September 14, 1977.

In addition, Ad Hoc Committees have been appointed and assigned to complete various tasks for the coalition. These have been; Purpose and Scope Committee, Task Coordinating Body, Membership Committee and Resource Committee. The following officers have been elected: Chairperson, Harry Ward; Vice Chairperson, Mary Edwards; Secretary, Benita Stroughter; Assistant Secretary, Lee Mason.

The minutes of the business conducted at the first two meetings are attached. The reports of the Purpose Committee, Membership Committee and Task Coordinating Body are also attached and have been adopted by the coalition.

At the September 14, 1977 meeting some additional decisions were made by the coalition. A synopsis of them follows.

- As of October 15, 1977, the coalition as a body will have been formed and any groups or individuals interested in participating must have sent a letter of commitment to the coalition chairperson.
- A letter will be sent to the School Board officially identifying the coalition and its purpose.

- Members were appointed to three standing committees and these committees were directed to make reports at the next meeting. The committees are Resource Committee, Community Involvement Committee and Research Committee.

The next meeting of the coalition is scheduled for Thursday, October 6, 1977, 7:30 PM at King Neighborhood Facility, 4817 N. E. 7th Ave.

Benita Stroughter
Jeana Woolley
Urban League Education Committee

Attachments

MINUTES OF INTERIM COMMITTEE MEETING

The Interim Committee met at 7:30 p. m. , Tuesday, August 23, in the Portland Community College-Cascade Cafeteria. Interim Chairman Harry C. Ward opened the meeting by having each person stand and introduce themselves.

It was explained that letters of the meeting had been sent to groups and individuals who had written to MHRC and the Urban League expressing concern over the Portland Public School's desegregation policy. He apologized for the human error in omitting some individuals and groups who were interested. He welcomed those who came on such short notice and expressed their interest and included others who were interested in joining the study group.

Herb Cawthorne suggested that the first order of business should be to define the nature and scope of the study group before its formation and before naming the group.

Jim Brooks explained that those at the meeting represented the study group, and they were the ones to decide on its form, nature, and scope.

Mr. Ford questioned the formation of the group without participation of the NAACP. It was explained that the NAACP had been invited by both letter and telephone. There has been no response from NAACP to date.

Vesia Loving requested that the group not respond to the School Board. She expressed disappointment in the group for taking on the School Board's proposal and not going to the community. Jim Brooks explained that this meeting was "taking the issue to the community." No decisions have been made to proceed. Any decisions to be made were to come from the citizens gathered together tonight.

Don Fuller suggested referring it back to the School Board rather than having the community deal with an issue that is the responsibility of the School Board.

Vesia Loving expressed concern about the intent of the study group, that the participants do not see the real issue. They are not closely involved enough to be in touch with the problem.

Betty Thompson said that if the School Board would not involve the community in the decision making process, the study group should do so -- form a community group to study and participate in the desegregation program.

The following issues were discussed:

1. Should there be a committee?
2. How much power would the committee have?
3. What would the committee want to take on?

It was brought to the group's attention that they should identify the problem and deal with that issue:

1. Decide whether to form a committee.
2. Scope and nature of the committee.

It was moved and seconded to form a broad-based coalition that would make recommendations to the School Board for implementations in the desegregation program. The motion was passed.

It was suggested and accepted that Harry C. Ward continue to act as interim chairman until such time as a permanent executive committee is formed.

A committee appointed to develop a purpose statement for the coalition was established. This committee will report back at the next meeting. Appointed to the committee were: Betty Thompson, Chairman; Mary Edwards, Lillie Walker, Don Fuller, Herb Cawthorne, Vesia Loving, and a representative from Schools for the City.

A committee was formed to study the Jefferson proposal and report at the next meeting: Armando Laguardia and Benita Stroughter.

Suggestions that developed:

1. Write a letter to the School Board, and change the context to include the study of the entire desegregation policy -- not just the Jefferson issue.
2. Do not write to School Board for change. This committee will decide and will decide and will inform the School Board of its decision.
3. Do not become too overly concerned with the Jefferson issue; that is what the School Board wants.
4. We need to form a committee to study the entire desegregation policy.
5. Coalition should have:
 - a. ongoing permanent communication with the Superintendent's office.
 - b. look at Attendance Area issue of various schools -- feeder schools.
 - c. visit Adams High School -- look at enlarging population of Adams, rather than closing the school.

The next meeting will be at 7:30 p.m., Thursday, September 1, 1977, in the PCC-Cascade Cafeteria. An agenda is attached.

LR:gp
Attach.

MINUTES OF DESEGREGATION COALITION
September 1, 1977

The coalition for school desegregation met at 7:30 p.m., Thursday, September 1, in the cafeteria at Portland Community College-Cascade.

Harry C. Ward, interim chairman, opened the meeting by giving a brief history on the formulation of the coalition.

Harry C. Ward reported that Betty Thompson, who was asked to chair the Purpose Committee was called out of town and that Lillie Walker had chaired that committee. Lillie was asked to report on the outcome of that committee's meeting to define the scope and purpose of the coalition.

Eve Rosenfeld moved that due to the length of the agenda, the meeting adjourn promptly at 10:00 p.m. It was seconded and passed.

The report of the Purpose Committee was adopted as the official purpose of this coalition (see attached Purpose Statement).

The Purpose Committee recommended that a workshop be held to orient all coalition participants to the tasks involved in committee assignments. Mary Edwards explained that such a workshop would help create a receptive climate of trust and sharing in which we could all work together. As citizens of the city, we all have a stake in developing integration.

Herb Cawthorne questioned if we would be limited to the scope outlined in the Purpose Committee's report. Harry C. Ward indicated that it would not limit us, as indicated under Scope in the report.

Harry C. Ward called for a report from the committee to study and make recommendations on the Jefferson Coalition proposal. Armando Laguardia reported that the committee had not received a proposal from the Jefferson Coalition. Alice Banks, spokesperson for the Jefferson Coalition apologized to the coalition for not having the report sent to the committee. She explained that she had been out of town and had just returned that day and was not aware that the report had not been completed and turned in. She explained that the core participants in the Jefferson Coalition had also been out of town and that would explain why it had not been turned in. She felt this was an indication as to why a group who was going to study the desegregation issue needed paid staff,

it was difficult to rely on volunteers who may be committed, but who are active in their own lives and could not always follow through on their intentions.

Lucious Hicks from the NAACP corrected the minutes of the last meeting by explaining that he had been out of town and was unable to attend the previous meeting. He expressed NAACP's interest in participation and active involvement in the coalition.

Howard Steward reported on the proposal he had developed to involve the community in the school board's decision-making process. He expressed his concern about the lack of communication between citizens and the school. He explained that he had sent to the School Board a proposal which outlines an orderly process for community input. He reported that if the Resource Committee of the Coalition was interested, he would be glad to share that process with them. Discussion followed. Vesia Loving went on record saying that if any monies are to be spent that it should be used to develop our own process, not pay for someone else's.

Betty Overton wanted to know if Mr. Steward was offering his services free or would he expect the coalition to buy his services. Mr. Steward explained that he had developed a process; he was sure that anyone in the room could develop a similar process, but if the coalition wished to utilize his technical assistance he would be pleased to offer that. Herb Cawthorne moved that Mr. Steward's proposal be referred to a committee for study and recommendation. Discussion followed. The motion was passed 16 to 4. Harry Ward appointed Armando Laguardia, Benita Stroughter and Lucious Hicks to study Mr. Steward's proposal and report back to the coalition.

The next item of business on the agenda was to elect an executive committee.

Vesia Loving suggested that the Executive Committee and the Task-Coordinating body be one and the same.

Betty Overton felt we needed to discuss who was in the group before we could decide upon committees. How could we choose committee people when the membership had not been established.

Mary Edwards felt the membership needed to be expanded to include as city-wide a base as possible. This was necessary for the sharing of ideas.

Vesia Loving moved that we select a chairperson, vice-chairperson, and secretary. The motion was moved, seconded, and carried.

Nominations were open for chairperson. Harry Ward was elected by majority consensus.

It was moved that we table the election of vice-chairperson and secretary until invitations to participate had been sent to more people and a broader based group could convene. The motion did not carry.

Nominations were opened for vice-chairperson. Nominated were: Don Fuller, Mary Edwards and Lee Mason. There was a tie vote between Mary Edwards and Don Fuller. Don Fuller conceded to Mary Edwards in light of other personal responsibilities.

Nominations were open for secretary. Nominated were: Benita Stroughter and Lee Mason. Benita Stroughter was elected secretary. Lee Mason, assistant secretary.

There was a motion to create a Task-Coordinating body. It was moved, seconded and passed. The Task-Coordinating body will be responsible for establishing and defining subcommittees. Appointed to the committee were: Alice Banks, Chair; Betty Walker; Herb Cawthorne; Vesia Loving; Betty Overton.

There was a motion to create a Resource Committee. It was moved, seconded and passed. The Resource Committee would be responsible for looking into available resources: funding, technical assistance, etc. Appointed to the Resource Committee were: Armando Laguardia, Chair; Eve Rosenfeld; Jerry Fuller; Lee Mason; Ben Leonard; Naomi Wright.

It was recommended that the Executive Committee discuss and make recommendations concerning the membership in the coalition. Sara Cogan was appointed to work with the committee on membership recommendations. Mary Edwards was asked to chair this group.

The meeting was adjourned at 10:00 p. m.

The next coalition meeting is scheduled for ^{Wed.}~~Thursday~~, September 14, 7:30 p. m., at the King Neighborhood Facility.

August 30, 1977

TO: Harry Ward, Interim Chairman
Desegregation Coalition

FROM: Purpose & Scope Committee - Betty Thompson, Chairman

SUBJECT: COMMITTEE REPORT

On August 30, 1977, our committee met to carry out the charge of defining the Purpose and Scope of the Desegregation Coalition. This meeting was attended by the following members:

Lillie Walker
Herb Cawthorne
Vesia Loving

Donald Fuller
Mary Edwards
Jean Bucciarelli

Also present were: Gloria Fisher and Nick Barnett

After a review of the concerns expressed by various groups and individuals at the August 23, 1977 meeting, we feel that the following represents a consensus of the group.

Purpose:

1. The purpose of the coalition is to identify common concerns of the community in connection with desegregation in the Portland School District . . . the goal being to insure equal educational opportunities to maximize each child's potential.
2. To request of the Portland Public School Board a complete statement and analysis of desegregation policy and practices from 1965 through 1977 in order to enable the coalition to realistically make recommendations to the Portland Public School Board.

Scope:

The scope of this coalition should include but not be limited to the following:

1. Resource Committee
2. Community Involvement Committee
3. Public Relations/Media Coverage Committee
4. Jefferson School Committee
5. Legal - Federal and State regulations
6. Administrative Transfers
7. Magnet programs - District-wide Schools
8. Multi-cultural preparation

Purpose and Scope Committee Report
Page 2.

9. Staffing
10. Early Childhood Education
 - A. Curriculum study
11. Elementary and Middle Schools
 - A. Curriculum study
12. High Schools and Feeder Schools
 - A. Curriculum Study

This committee further recommends that a workshop be held to orientate all coalition participants to the tasks /committee assignments necessary to carry out the goal of the coalition.

September 14, 1977

TO: Harry Ward, Chairman
Integration Coalition

FROM: Membership Committee - Mary Edwards, Chairperson

SUBJECT: Committee Report

On September 6, 1977, our committee met to carry out the charge of defining membership criteria. This meeting was attended by:

Linda Roberts
Benita Stroughter
Harry Ward

Lucious Hicks
Mary Edwards
Sara Cogan

MEMBERSHIP:

After a review of concerns about membership criteria expressed at the coalition's August 23d and September 1st meetings we recommend the following proposal:

That all meetings of the coalition be open to the entire community of Oregon with particular encouragement to participation by all residents of School District #1. That the membership of the coalition be representative of the total community including civic, religious and business organizations, teachers, parents, students, and other concerned citizens.

Voting Members: Any organization or individual who wishes to have an official vote in the coalition must do so by submitting in writing a letter of commitment. Each organization shall have one vote. As of the first October meeting only those organizations and individuals who have submitted a letter of commitment to the coalition chairman, Harry Ward, c/o Metropolitan Human Relations Commission, 430 S.W. Morrison-Rm. 312, Portland, Or. 97204, will be eligible to vote. A majority of the voting membership will constitute a quorum.

Nonvoting Members: Resource people will not be voting members of the coalition. These would include, for example, representatives of the school administration, HEW, the Justice Department, the State Department of Education, and private consultants, etc.

MISCELLANEOUS:

When the committee completed its consideration of membership issues, the members discussed other matters of concern to the coalition. The following recommendations are a result of that discussion:

1. That the official name of this coalition be:
COMMUNITY COALITION FOR SCHOOL INTEGRATION.

2. That the committee responsible for community relations utilize every means to inform and publicize the coalition's purpose, scope, and criteria for membership; its accomplishments to date; its desire for community support and participation; and the date, time and place of the next meeting. One of the suggestions would be to release this information to the general public via the print and electronic media including major newspapers, all community newspapers, neighborhood associations, PPS Local Citizen Advisory Committees, and Title I advisory committees. It is further recommended that a human relations workshop be conducted to familiarize the editors of the high school newspapers with the concerns of this coalition.

TO: Harry Ward, Chairperson
Desegregation Coalition

FROM: Task Coordinating Body
Alice Banks, Chairperson

SUBJECT: Committee Report

On September 6, 1977, our committee met to carry out the charge of coordinating the larger group into smaller working groups, so that we can achieve our goals. This meeting was attended by the following:

Vesia Loving	Betty Overton
Betty Walker	Alice Banks
Herb Cawthorne	

After a review of the discussion held at the meeting of August 30, 1977, we feel that the following represents a consensus of the group.

We would like to propose the following committee structure for the consideration of the coalition.

I. Task Coordinating Committee

A. Membership

1. Chairperson, Vice Chairperson, Secretary and Assistant Secretary of the Coalition
2. Chairperson of each of the Standing Committees
3. Three (3) elected members of the full coalition
4. One (1) person designated to handle Public Relations

B. Purpose

1. To centralize the body, to coordinate and review the work of the other committees
2. To carry out other duties set forth by the membership or the chairperson of the Coalition
- 3.
- 4.
- 5.

II. Resource Committee

A. Membership

1. Volunteered or appointed
2. Chairperson of the Resource Committee elected by the committee members

B. Purpose

1. To search our available technical assistance, such as, but not limited to, researchers, attorneys, clerical services, meeting facilities, student assistants, etc.
2. To seek out other resources necessary to fulfill the tasks delegated by the membership and the chairperson of the Coalition
- 3.
- 4.
- 5.
- 6.

III. Community Involvement

A. Membership

1. Volunteered or appointed
2. Chairperson of Community Involvement Committee elected by committee members

B. Purpose

1. To define a process to insure citizens input into study
2. To get people out and working
3. To look at a means to establish on-going citizen's involvement into Portland Public School District Policy
4. To help identify common concerns of citizens in the community
5. To contact agencies to mobilize community involvement
6. To create speaker's bureaus, seminars, and workshops for parents, students and community members
7. To coordinate transportation for citizens
- 8.
- 9.
- 10.
- 11.

IV. ~~Education~~ Research

A. Membership

1. Volunteered or appointed
2. Chairperson of Education Committee elected by committee members

3. Education Committee will contain all of those citizens who wish to study the various divisions of Portland Public Schools and the various aspects of desegregation, about which the coalition is concerned
4. It is thought that if all the individuals studying parts of the problem were on one large committee with various sub-committees, coordination would be more efficient

B. Purpose

1. To develop specific divisions on which subcommittees will focus, such as Early Childhood Centers, Middle Schools, Administrative Transfers, Magnet Programs, Multi-cultural Preparation, Jefferson School Population Problem, Secondary Education, etc.
2. The committee recommends that at least three (3) subcommittees be formed
 - a. Elementary Education
 - b. Jefferson School Attendance Area
 - c. Secondary Education
- 3.
- 4.
- 5.
- 6.

All Standing Committees must be responsible to the total body through the Task Coordinating Committee.



THE URBAN LEAGUE OF PORTLAND

WORKING TO IMPROVE THE TOTAL COMMUNITY IN THE AREA OF INTERGROUP RELATIONS

MAIN OFFICE • 404 COMMUNITY SERVICE CENTER • 718 WEST BURNSIDE • PORTLAND, OREGON 97209 • 224-0151
FIELD OFFICE • 202 WALNUT PARK BLDG. • 5329 N. E. UNION • PORTLAND, OREGON 97211 • 288-6517

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Mrs. Geraldine Christian
Vice President
John S. Hansen
Vice President
Roy Schnaible
Treasurer
Ms. Leslie Williams
Secretary
Mrs. Geri Ward
Member at Large
Dr. Ernest Hartzog
Member at Large

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Luis A. Alvarez
Ms. Jan Batiste
David Baugh
Marlene Bayless
Ms. Allison Belcher
Paul Cook
Miss Shireen Duke
Father Joseph Haley, C.S.C.
Rev. A. Lee Henderson
Michael Jordan
Andrew Kerr
Stan Kiyokawa
Charles Moss
Fred Rosenbaum
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Betty Schedeen
Miss Darla Taylor
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W. Joe White
Ms. Mary Wright

STAFF

James O. Brooks
Executive Director
Nathan W. Nickerson
Deputy Director
Field Operations
Mrs. Gertrude M. Rae
Associate Deputy Director
Program and Fiscal Operations
George Rankins
Director of Manpower Operations
Vernon V. Chatman
Director of Education and
Youth Incentives
Ms. Pamela Howard
Bookkeeper and Secretary
to Executive Director
Ms. Velma Jones
Secretary/Receptionist
Ms. Janice Moore
Field Office Secretary

A NATIONAL
URBAN LEAGUE
AFFILIATE



A United Way Agency

MEMORANDUM

To: Urban League Board Members
From: Geraldine A. Christian, President
Date: October 17, 1977
Re: October Board Meeting

The October Board Meeting will be held on Thursday, October 20, 1977 at 7:30 p.m.

We will be meeting again in the Pacific Northwest Bell Cap II Building at 735 SW Stark.

Enter the building on the Stark street side and take the stairway on the right to the Multi-Purpose Room on the lower level.

I hope to see all of you there.

GAC:cj

URBAN LEAGUE OF PORTLAND

October 20, 1977

AGENDA

1. Roll Call
2. Approval of Minutes
3. Correspondence
4. Committee Reports
 - a. Education Vernon Chatman
 - b. E. D. & E. George Rankins/Andrew Kerr
 - c. Executive Committee Geraldine Christian/John Hansen
 - d. Housing Committee Ernest Hartzog/James Brooks
(Report Mailed)
 - e. Program Committee Geri Ward/James Brooks
(Report Mailed)
 - f. Annual Meeting Committee Ernest Hartzog/James Brooks
(Report Mailed)
 - g. Personnel and By-Laws John Hansen/James Brooks
(Report Mailed)
 - h. Urban League Guild Ozella Canada
5. President's Remarks
6. Executive Director's Remarks
7. Unfinished Business
 - a. Sickie Cell
 - b. Bakke Case
8. New Business
 - a. Priorities for Regional Delegate Assembly

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting
October 20, 1977

The meeting was called to order at 7:45 p.m., at 735 SW Stark, Pacific NW Bell in the Multi-Purpose Room by President Geraldine Christian.

Directors in attendance were: Luis Alvarez, Bruce Baker, Jan Batiste, Allison Belcher, Herb Cawthorne, Geraldine Christian, Paul Cook, Belton Hamilton, John Hansen, Ernest Hartzog, Mike Jordan, Richard Miller, Ollie Moreland, Roy Schnaible, Linda Torrence, Geri Ward and Mary Wright. Staff was represented by James O. Brooks, Gertrude Rae, Nathan Nickerson, Vernon Chatman, George Rankins, and Colette Jeffries.

A motion was made by Mr. Hansen for the Board to approve the minutes of the September 15, 1977 Board Meeting. The motion was seconded by Mr. Alvarez and carried.

Committee Reports

Education - Mr. Chatman reported:

1. The Career Awareness Day has been scheduled for November 5, 1977 at the University of Portland.
2. Several months ago he participated in a workshop in the Western region. He had a pocket resume' on display and has received a letter from one of the Directors in the Pittsburg region asking if they could duplicate the resume'.
3. He also stated that he was able to get First State Bank to sponsor a clerical training class. They provided their staff as instructors and their equipment. The class meets on Tuesday's and Thursday's from 6 to 8 p.m.

There was discussion from the Board concerning job opportunities.

E.D. & E. - A written report was handed out to the Board in attendance. A copy is attached to the file copy of the minutes.

There was discussion from the Board concerning fees being charged for employment services. There was also discussion from the Board as to why there were so many job orders to come in and so few placements.

Jan Batiste asked if George could include in his report a break down of the kinds of jobs that are coming in to the office.

President Christian stated that the questions asked by the Board could be looked into by the E.D. & E. Committee and recommendations brought back to the Board for approval.

She also stated that she went to a Training Session for Board officers and the Planning Committee get together with the staff and plan programs.

The Executive Director suggested that the Board members join the E.D. & E. Committee and help solve some of the questions they may have.

Executive Committee - President Christian reported:

1. The 77-78 proposed budget has been submitted to the United Way.
2. They are considering what would be the best use for the \$30,000 in the Memorial Fund. The report was mailed out to all Board Members.

There was discussion from the Board as to whether the money should be used for a Building Fund or a Scholarship.

President Christian asked the Education Committee to find out information on how a scholarship could be used and asked the Executive Director to find out information as to how the money could be used as a Building Fund.

Ollie Moreland made a motion that the Board pay back the \$3,000 loan. The motion was seconded and carried. There was discussion from the Board as to where the money would come from to cover the cost of the loan. Mrs. Rae stated that the money could come from the Administrative account.

Paul Cook suggested that whatever the use of the money for the Memorial Fund, that it be announced at the Annual Meeting.

The Executive Director reported that his report had been mailed out to all Board Members.

Nominating - Allison Belcher reported:

1. The committee recommended to the Board to start a resource file of people who would be good Board members.

2. There should be more follow-up with new members by the officers as well as the Board person who nominates a person.
3. The committee recommended that the letter be sent by the President to the members who's attendance has not been good.

Allison Belcher made a motion that the President write a letter to those Board members who had attended less than 50% of the meetings this year, requesting them to reply verbally or by mail what there intentions were regarding participation. The motion was seconded by Belton Hamilton and carried.

There was discussion from the Board as to what should be done after the replies come into the office.

Roy Schnaible read the portion of the Constitution which was Article 4, Section 3, concerning Board attendance.

Judge Hamilton stated that some standards should be established to go along with the Constitution.

Roy Schnaible made a motion that as an operating procedure, if a Board member misses 3 consecutive meetings the President be instructed to send a letter to the Board member pointing out the deficiency and point out that the Board will vote at the next meeting whether to retain this person as a member of the Board. The person will have the opportunity to attend the next Board meeting. If the person is unable to contact the President, the Board will take action. Herb Cawthorne seconded the motion.

Judge Hamilton added an amendment to the motion, stating that when a person is absent, the Board would establish whether or not the reason is excused or unexcused at each meeting. Mike Jordan seconded the amendment.

There was discussion from the Board as to whether the Board should determine if an absence is excused or unexcused.

The amendment to the motion that Judge Hamilton made was voted on and carried.

The motion as amended was voted on and carried.

Allison Belcher concluded her report by stating that there were 2 vacancies on the Board and the committee proposed Joan Biggs and William Hilliard.

She made a motion that these two people be accepted. The motion was seconded by John Hansen and carried.

Annual Meeting - The report was given by Ernest Hartzog. (A copy was mailed out to all Board members.

The Executive Director stated that the Sheraton is available for the 23rd of February.

The Board members suggested the following speakers for the Annual Meeting: Tom Bradley, Eleanor Holmes Norton, Wilson Wiles, Dr. Wolfe, Andrew Young, General Daniel James and Dr. Ruth Love.

Ernest Hartzog invited the Board members to attend the meeting on Sunday October 29, 1977 at the home of Mr. Brooks.

Judge Hamilton suggested that there be a time schedule for each designated part of the program. Ernest Hartzog added Judge Hamilton's name to the list on the committee. There was discussion from the Board concerning the last Annual Meeting.

Bakke Case - The Executive Director stated that he had received no correspondence from the National office concerning the Bakke Case except the brief that was mailed out to the Board members.

There was discussion from the Board concerning the Bakker case.

President Christian asked that the Board read the priorities for 1977, and further define what they think the primary goals for the Urban League for 1978 are and mark these in the order of preference on the sheet.

The Executive Director stated that he would like for the Board to pass a resolution to thank Mr. Schnaible for the use of the Multi-Purpose room at Pacific NW Bell.

The meeting was adjourned at 10:55 p.m.

Secretary, Jan Batiste

JB:cj

Draft

File Copy

URBAN LEAGUE OF PORTLAND
Board of Directors Meeting
October 20, 1977

The meeting was called to order at 7:45 p. m. , at 735 SW Stark, Multi-Purpose room by President Geraldine Christian.

Directors in attendance were: Luis Alvarez, Bruce Baker, Jan Batiste, Allison Belcher, Herb Cawthorn, Geraldine Christian, Paul Cook, Belton Hamilton, John Hansen, Ernest Hartzog, Mike Jordan, Richard Miller, Ollie Moreland, Roy Schnaible, Linda Torrence, Geri Ward and Mary Wright. Staff was represented by James O. Brooks, Gertrude Rae, Nathan Nickerson, Vernon Chatman, George Rankins, and Colette Jeffries.

A motion was made by Mr. Hansen for the Board to approve the minutes of the September 15, 1977 Board Meeting. The motion was seconded by Mr. Alvarez and carried.

Committee Reports

Education - Mr. Chatman reported:

1. The Career Awareness Day has been scheduled for November 5, 1977 at the University of Portland. The guest speaker is Mr. Herb Cawthorne. They will also have a music component from the University of Portland, Margaret Vance.
2. Several months ago he participated in a workshop in the Western region. He had a pocket resume' on display. He received a letter from one of the Directors in the Pittsburg region asking if they could duplicate the resume'.
3. He also stated that he was able to get First State Bank to sponsor a clerical training class. They provided their staff as instructors and their equipment. The class meets on Tuesday's and Thursday's from 6 to 8 p. m.

There was discussion from the Board concerning job opportunities.

E. D. & E. Committee - A written report was handed out to the Board in attendance. A copy is attached to the file copy of the minutes.

There was discussion from the Board concerning fees being charged for employment services. There was also discussion from the Board as to why there were so many job orders to come in and so few placements.

Jan Batiste asked if George could include in his report a break down of the kinds of jobs that are coming in to the office.

President Christain stated that the questions asked by the Board could be looked into by the E. D. & E. Committee and recommendations brought back to the Board for approval.

She also stated that she went to a meeting for Board officers and the Planning Committee is suppose to get together with the staff to plan programs.

The Executive Director suggested that the Board members join the E. D. & E. Committee and help solve some of the questions they may have.

Executive Committee - President Christian reported:

1. They have given the proposed budget to the United Way.
2. They are trying to decide what to do with the \$30,000 in the Memorial Fund. The report was mailed out to all Board Members.

There was discussion from the Board as whether the money should be used for a Building fund or a Scholarship.

President Christain asked the Education Committee to find out information on how a scholarship could be used and asked the Executive Director to find out information as to how the money could be used as a Building Fund.

Ollie Moreland made a motion that the Board pay back the \$3,000 loan. The motion was seconded and carried.

There was discussion from the Board as where the money would come from to cover the cost of the loan.

Ms. Rae stated that it could come from the Administrative Fund Account.

Paul Cook suggested that what ever the use of the money for the Memorial Fund, that it be announced at the Annual Meeting. He feels that we should tell people of this great success and let them share in the happiness.

Executive Director reported:

The report was mailed out to all the Board members.

Nominating - Allison Belcher reported:

1. The committee recommended to the Board to start a resource file of people

who would be good Board members. When people suggest names, they can start a file on that person.

2. There should be more follow-up by the officers as well as the Board person who nominates a person to the Board.
3. The committee recommended that a letter be sent by the President to the members who's attendance has not been real good.

Allison Belcher made a motion that the President ^{write} ~~write~~ a letter ^{up} ~~to~~ the 13 people requesting them to reply verbally or by mail what there intentions were for the Urban League. The motion was seconded by Belton Hamilton and carried.

There was discussion from the Board as to what should be done after the replies come into the office.

Jan Batist^u made a motion that it go to the Executive Committee for there recommendation.

There was general discussion from the Board concerning the motion.

Herb Cawthorne made a motion that what ever the rule is by past resolution of the Board, that the President direct the Executive Director to notify the President when Board members have missed 3 consecutive meetings and it brought to the Board. Paul Cook seconded the motion.

Roy Schnaible read the portion of the Constitution ~~which was Article 4, Section 3.~~
Concerning Board attendance.

Judge Hamilton stated that some standards should be established to go along with the Constitution.

Herb Cawthorn^u withdrew his motion.

Allison Belcher made a motion that attendance begin at October for the beginning of the 3 meetings missed for the removal of the members. The motion was seconded by Judge Hamilton.

There was discussion from the Board concerning the motion.

check Herb Cawthorne added to the motion that the Executive Committee review the situation and unless they recommend a different beginning date be October.

The motion was denied.

Roy Schnaible made a motion that as an operating procedure, if a Board member misses 3 consecutive meetings the President be instructed to send a letter to the Board member pointing out the deficiency and point out that the Board will

vote at the next meeting whether to retain this person as a member of the Board. The person will have the opportunity to attend the next Board meeting. If the person is unable to contact the President, the Board will take action. Herb Cawthorn seconded the motion.

Judge Hamilton added an amendment to the motion, stating that when a person is absent, we would establish whether or not the reason is excused or unexcused at each meeting. Mike Jordan seconded the motion.

There was discussion from the Board as to whether the Board should determine if an absence is excused or unexcused.

The amendment to the motion that Judge Hamilton made was voted on and carried.

The motion made by Roy Schnaible was voted on and carried.

Allison Belcher concluded her report by stating that there were 2 vacancies on the Board and the committee proposed Joan Biggs and William Hilliard.

Allison Belcher made a motion that these two people be accepted. The motion was seconded by John Hansen and carried.

Annual Meeting - The report was given by Ernest Hartzog. (A copy was mailed out to all Board members.

check spelling
The Executive Director

The Executive Director stated that the Sheraton is available for the 23rd of February. Three options of prices are being sent and accommodations for for those prices.

The Board gave suggestions to Dr. Hartzog for the speaker at the Meeting.

Tom Bradley, Eleanor Hughes Holmes, Wilson Wiles, W. Wolfe, Andy Young, General Chappy James and Dr. Ruth Love were suggestions for the speaker.

Ernest Hartzog invited the Board members to attend the meeting on Sunday October 29, 1977 at the home of Mr. Brooks.

Judge Hamilton suggested that there be a time schedule for each designated part of the program.

Ernest Hartzog added Judge Hamilton's name to the list on the committee.

There was discussion from the Board concerning the last Annual Meeting.

Urban League Guild - Mrs. Ozella Canada reported:

1. They have had two meetings so far.
2. They had a very successful wine sip in which they gained about 13 to 15 new members.
3. They are planning a Spring Ball in May. She asked for the participation of the Board in everything they do.

President Christian stated that she found out that the Board is responsible for the Guild. She stated that the treasurer of the Urban League Board should have his name on the Checks as a signer.

President's Remarks - President Christian stated that she did attend the training session at the NUL headquarters. She is going to type all the material and give each Board member a copy.

Executive Director's Remarks - The Executive Director stated that he and Mr. Nickerson attended a conference in San Francisco in relation to the Youth Manpower Legislation. He has already assigned a staff person to compile the Data and fill out a grant application.

Mr. Nickerson gave a report on Test Validation. The report was mailed out to all the Board members.

General Miller stated that he volunteered the military to be part of the Career Awareness Day next year.

Sickle Cell Anemia - A written report was mailed out to all Board members prior to the meeting.

Luis Alvarez made a recommendation that the money sent to the Family of the Turner child be sent to the Urban League office in Portland and be transported from there.

There was discussion from the Board as how a Sickle Cell Foundation could be set up.

Mike Jordan made a motion that we pass a resolution sending to our National Board, that we would like to see a Sickle Cell Anemia Foundation set up.

There was more discussion from the Board concerning the Sickle Cell Foundation.

Bakke Case - The Executive Director stated that that he had received no correspondence from the National Office concerning the Bakker case except the brief that was mailed out to the Board members.

There was discussion from the Board concerning the Bakke case.

Allison Belcher made a motion that The Executive Director contact all of the Public Affairs Directors with legal expertise to educate the people in Portland about the Bakke case, and present the viewpoint of the Board. Linda Torrence seconded the motion.

There was discussion from the Board concerning the motion.

The motion was voted on and denied.

The Executive Director agreed to get more information about the Bakke case for the Board.

President Christian asked that the Board read the priorities for 1977. Further define what they think the primary goals for the Urban League for 1978 are. Mark these in the order of preference on the sheet. The will talk.

The Executive Director stated that he would like for the Board to pass a resolution to thank Mr. Schnaible for the use of the Multi-Purpose room at Pacific NW Bell.

The meeting was adjourned at 10:55 p.m.

Secretary, Jan Batiste

JBLcj



THE URBAN LEAGUE OF PORTLAND

WORKING TO IMPROVE THE TOTAL COMMUNITY IN THE AREA OF INTERGROUP RELATIONS

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John S. Hansen
Vice President

Michael G. Jordan
Vice President

Roy Schnaible
Treasurer

Jan Batiste
Secretary

Mrs. Gerl Ward
Member at Large

Dr. Ernest Hartzog
Member at Large

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Luis A. Alvarez
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David Baugh
 Marlene Bayless

Ms. Allison Belcher
 Herb Cawthorne

Kev Collins
 Paul Cook

Gayle Gemmell
 Father Joseph Haley, C.S.C.

Judge H. J. Belton Hamilton
 Andrew Kerr

M/G Richard A. Miller
 Ollie Moreland

Trish Morgan
 Charles Moss

Dr. Walter Reynolds
 Fred M. Rosenbaum

Ted Runstein
 Ms. Linda Torrence

Gene H. Walter
 Ms. Mary Wright

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Vernon V. Chatman
*Director of
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Ms. Pamela Howard
*Administrative Assistant
 Fiscal Affairs*

Mrs. Marilyn Hinton
Field Office Secretary

Mrs. Martha Martin
Secretary to Executive Director

Ms. Linda Frazier
Secretary/Receptionist

A NATIONAL
 URBAN LEAGUE
 AFFILIATE



A United Way Agency

November 14, 1977

Mr. Ron Brown, Deputy Executive Director
 Washington Bureau and Governmental Affairs
 National Urban League, Inc.
 425 - 13th, N.W., Suite 515
 Washington, DC 20004

Dear Ron:

Recently the leaders of several groups with national affiliation heard a presentation by a cadre of scientists, (Engineers, Physicist, Chemist, etc.) re: the new Department of Energy proposal.

Their concern was that minorities be hired at all levels of this new department in order that affirmative action and E.E.O. guidelines could be adhered to. Moreover, they requested that we request our National Leaders to use whatever political sophisticated devices at their command to implement the position of E.E.O. to that of at least an Under secretary instead of the 6th and 7th echelon where the position is now placed in the proposal.

The Executive Committee of the Board of Directors of the Urban League of Portland authorized me to direct correspondence to your office in hope that this will give impetus to this very important facet of the new Department of Energy.

Sincerely,


 James O. Brooks
 Executive Director

JOB:cj

SUPPLEMENTAL REPORT FOR OCTOBER, 1977

The record high hourly wage was \$8.62 per hour with Southern Pacific Transportation Company for a hustler; next was Western Electric for skilled labor as an installer paying \$7.92 per hour. Approximately twenty people were sent to these two recruitments.

The record high in clerical positions were Georgia-Pacific, Port of Portland, and again, Southern Pacific Transportation Company, ranging from \$4.00 to \$9.00 per hour depending on the classification (administrative assistant, information specialist, or executive secretary). The average entry wage for a clerical position was \$3.00 per hour.

The communications field has been initiating minority recruitment for both radio and television. These positions have been for announcers, experienced sales people, writers, and station managers. The average entry level wage has been \$3.00 per hour for clerical and \$6.00 per hour for professional staff.

On an average, thirty phone calls were received from people requesting employment information. I received approximately eleven personal requests for job search, and about twenty-five for referrals. Approximately five calls were received involving discrimination.

Schedule of Activities

October 6 through 12: Interviewed candidates for three vacancies within the Urban League. The positions were for two counselors and one bookkeeper. All were CETA positions, and approximately forty-four people were interviewed by the professional staff.

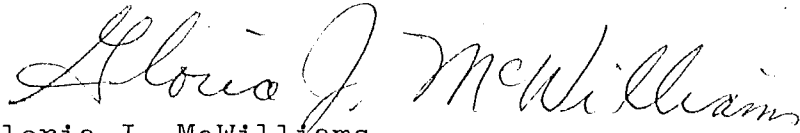
October 10: Met with Janice Overby from North American Insurance Company. We discussed employment opportunities. The major concern centered around income vs. travel. No definite solution was reached.

October 11: The greater Northeast Precinct Police Association held its monthly meeting to discuss and evaluate problems relating to police relations and the community.

October 12: Met with Ron Wiggins, recruiter with I.B.M., to discuss job opportunities for a Marketing Representative and a Systems Representative.

October 20: Special Committee Meeting for Planning was held by
the Greater Northeast Police Precinct Association.

Respectfully submitted,

A handwritten signature in cursive script, reading "Gloria J. McWilliams".

Gloria J. McWilliams
Assistant to the Director
Economic Development and
Employment

GJMcW:mh

URBAN LEAGUE FIELD OFFICE

Economic Development and Employment Division

Report for the Month of October, 1977

For the second consecutive month, the Economic Development and Employment department exceeded its goal of 20 placements. Demarze Strong is our first placement with General Motors Acceptance Corporation. He is working as a laborer at a rate of \$7.09/hour. Jesse Rogers, Jr. was placed at KOIN TV as an Engineer Trainee in 1976. He is now a permanent employer of KOIN as a Floor Director and Engineer.

Our office is recruiting for Braniff Airlines. Braniff will interview on November 11th for Flight Attendants. We have a need for a black male with a B.A. degree, preferably in business, for a college training program lasting 22 weeks in Detroit. A permanent job will follow.

The state of Oregon unemployment rate remained above 8% for the month of October, and after the effects of the labor disputes are recorded, it should be higher. The Tri-County area unemployment is recorded at 7 to 8%. These percentages are still deceiving, because many of the unemployed are not counted due to the state system.

November and December will see a sharp decline in job placement. This is the slack season of the year. Even though department stores have started gearing up for the holiday season, most other industry will cease hiring, but will witness some layoffs.

We had a wide range of job orders for October. A large number of clerical positions came in ranging from entry level to top level secretarial. The average requirement for these positions include typing 45-60 words per minute, and 7 months to 1 year experience. Many positions are for PBX and keypunch -- these are difficult to fill. (75 total clerical jobs arrived in October, 1977).

Accounting and Bookkeeping is a field in great demand. Seldom are there entry level positions in this field. The minimum requirements range from 2 years of college, or the equivalent in experience to a college degree in accounting and experience. (52 Accounting/Bookkeeping jobs were received).

Sales is second in demand to clerical. They range from \$2.71 per hour as a retail sales clerk, to \$20,000 or more per year in equipment sales. Business degrees are an asset and a good introduction into this career field. Montgomery Ward, Sears, I.B.M., and Xerox offer management training in this area.

We carry a section in our job book called "multiple listings." These are long lists of jobs received weekly from the various hospitals in the Portland area, public schools, institutions of higher learning, and government. The hospitals are looking mostly for registered nurses, licensed practical nurses, therapists, technologists, plant engineers, and other highly technical fields, and sometimes entry level kitchen and clerical help. Businesses such as Floating Point Systems and Bingham-Willamette are often looking under that category for logic design engineers, circuit design engineers, technical writers, drafters, and supervisors with engineering backgrounds. (61 jobs).

Our "professional" section carries all aspects of professional employment usually requiring a college degree. Such fields include teachers, law office staff (from interns to attorneys), directors of research, counselors, and many different types of engineers. (87 total listings in this area were received).

Laborer is the category we need most, but is in very short supply. Labor jobs include warehouse workers, chemical plant workers, assembly workers, and general laborers. These are usually good paying positions with a limited need for skills, and that is what many of our clients are seeking. (We had 16 such jobs in October -- all very highly competitive).

In addition to government civil service jobs, we received orders from: KATU, KEX, KUPL Radio, KGW, Clackamas Community College, Mount Hood Community College, Lewis and Clark College, Reed College, Portland Community College, Linfield College, City School District of New York, Portland Public Schools, Whitworth College, State University of New York, Willamette University, Chemeketa Community College, University of Oregon Health Sciences, Stanford Research Institute, Emanuel Hospital, Providence Hospital, Kaiser, Tri-County Community Council, Housing Authority of Portland, State of Washington, City of Vancouver, Benton County, Idaho Personnel Commission, City of Portland, County of Multnomah, CRAG, Parent Child Services Division, Northwest Regional Educational Lab, Aetna Insurance Company, Nationwide Insurance, Farmers Insurance, Sears, J.C. Penny, Nordstroms, Handyman, Montgomery Wards, Payless Drugs, J.K. Gill, North Pacific Lumber Company, Rodia, Inc., General Electric, Floating Points Systems, Reynolds Aluminum, Pacific Power and Light, Stevens, Thompson and Runyan Engineering, Western Electric, Dillingham, RCA, Pitney Bowes, Georgia Pacific, ITT Wonder Bread, Publishers Paper Company, Drake Willock, Zidell Explorations, McCall Oil, Phillip Morris, Bill Kimmell Trucking, Longview Fibre, Oregon Legal Services, Pacific Northwest Bell, Port of Portland, I.B.M., Pennwalt, Cascade Corporation, Owens Illinois, Memorial Coliseum, Benson Hotel, ETMF, YMCA, Schnitzer Steel Company, Evans Products.

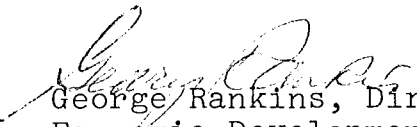
Statistics

I. Job Announcements Received	301
II. Number of Applicants	136
III. Number of Job Placements	21
(Placement Details)	

	<u>Name</u>	<u>Race/Sex/Age</u>	<u>Company/Position/Wage</u>
1.	Demarze Strong	Black-Male-27	General Motors-Labor-\$7.09/hr
2.	Jeff Harris	Black-Male-26	General Motors-Labor-\$7.09/hr
3.	Crystal Lewis	Black-Female-27	CRAG (part-time)
4.	Traci Smith	White-Female-22	Charles F. Berg-Clerk
5.	Richard Matthews	(no intake)	Oregon Bus Service-Driver Train.
6.	Theodore Alexander	Black-Male-29	Oregon Bus Service-Driver "
7.	Tommie Mitchell	Black-Male-22	Oregon Bus Service-Driver "
8.	Jessie Rogers*	Black-Male-20	KOIN-Engineer Trainee
9.	Patsy McKinney	Black-Female-19	Nordstroms-Sales-\$2.85/hr
10.	Dale Richard	Black-Male-18	DWS (no further info.)
11.	Beverly Reillo	Black-Female-29	Benjamin Franklin
12.	Linda Thompson	Black-Female-27	Department of Human Resources- Counselor
13.	Jackie Farley	White-Female-25	Oregon Bus Service-Driver Train.
14.	Curtis Taylor	Black-Male-28	Electro Scientific-Labor/Machinis \$5.58/hr
15.	Joscelyn Polk	Black-Female-22	L.E.A.P.-Counselor-\$833/month
16.	Martha Warren	Black-Female-60	Senior Adult Service Center- Counselor-\$833/month
17.	Anthony Allen	Black-Male-28	Emanuel-Pathologist-\$4.40/hr P/T
18.	James Nacoste	Black-Male-35	Ameron-Welder-\$6.29/hr
19.	Pat Humphrey	Black-Female-27	American Red Cross-Adm. Asst.
20.	Delores Powell	Black-Female	Sears-Clerk-\$2.85/hr
21.	Emma Gaston	Black-Female	Sears-Clerk-\$2.85/hr

* Jesse Rogers was hired in 1976, and we just now learned of his placement and promotion.

Respectfully submitted,


George Rankins, Director
Economic Development & Employment

GR:mh

November 17, 1977

MEMO

TO: Portland Urban League Board of Directors

FROM: Benita Stroughter and Jeana Woolley
Urban League Education Committee

SUBJECT: Report on Community Coalition for School Integration

In our last report at the Board Meeting of September 15, 1977, we informed you that a coalition had been formed in the community to address desegregation in the Portland Public Schools. At that point in time the coalition had met three times and had accomplished the following things: 1) identified a purpose and the scope of the group, 2) elected officers and had appointed members to standing working committees.

Since then the coalition has met as a whole on four occasions and the standing working committees meet weekly in most instances. The membership of the coalition consists of 72 individuals and 27 members representing organizations. Highlights of the coalition's progress so far follows:

- . A community forum sponsored by the coalition will be held at Jefferson High School on Friday, November 18, 1977, from 7:00pm until 10:00pm. The purpose of the forum is two fold: first, through a panel of speakers to inform the community on various aspects of school integration; and second to provide a medium for community participation and discussion of the issues. The community input will be recorded and summarized, and then will be used by the Research Committee as input. Some of the topics to be addressed by the panel members include: the Newman Plan, the Issue of One-Sided Busing, Minority Teachers, and the History and Purpose of the Coalition. Additional forums will be held on Wednesday, December 7, 1977, at Wilson High School and Thursday, December 8, 1977, at Lincoln High School.
- . The coalition has set June 1978 as the date by which it will produce final report and recommendation on the total school integration issue facing Portland Public Schools. At the same time the coalition intends to meet the December 15, 1977 deadline requested by the School Board for submitting an alternative proposal to resolve Jefferson High School's racial imbalance problem.
- . A budget has been approved by the coalition to cover anticipated expenses and requirements. The budget covers the time period from December 1, 1977 to June 30, 1978. A summary of the budget follows:

Coordinator	\$10,000 *
Secretary	4,500 *
Clerk Typist	4,500 *
	<hr/>
	\$19,000

* Does not include fringe benefits.

November 15, 1977

URBAN LEAGUE SCHOLARSHIP

SUBJECT: Regarding interest on money allocated to the Education Committee.

The following plan is subject to the Urban League Board approval.

WHO: The money will be used for College/University students who are sophmores, juniors, and/or seniors in Portland.

SELECTION: The student will be required to complete a simplified
PROCESS: financial form which will be placed with a contact person at the selected schools. The forms will then be turned in to the Urban League selection committee which will consist of one board member and two education committee members.

SUGGESTED: Four Colleges/Universities were suggested and out of
SCHOOLS: the four, two will be selected. Florice Walker is responsible for PSU, Linda V. Frazier is responsible PCC, Vernon Chatman is responsible for U of P, and Adrienne Miller is responsible for Mt. Hood Community College. The responsibility of these four individuals will be to investigate into appointed college/university's emergency funds-the availability, the use and problems of distribution.

LIMITATION: There will be a \$50.00 maxium on each student.

USES: The money will be used on (1) Books, (2) Supplies (eg. Uniforms, Special Kits, Materials); and (3) Emergency situations.

TIME FACTOR: The money will be utilized during the school year as the students needs arises and they apply.

DISBURSEMENT: The money will be placed in a special account.

November 15, 1977

Submitted by the Education Sub Committee:

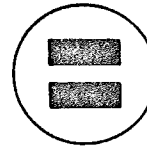
Linda V. Frazier

Adrienne Miller

Florice Walker

Keith Wright

RECEIVED
NOV 18 1977



URBAN LEAGUE OF PORTLAND

National Urban League, Inc.

The Equal Opportunity Building
500 East 62nd Street, New York, N.Y. 10021
Telephone: (212) 644-6500

OFFICE OF THE EXECUTIVE DIRECTOR

NULI 1-15
November 7, 1977

PRIORITY SCHEDULE FOR CHECK PAYMENT

I. INTRODUCTION

The purpose of this instruction is to set forth the policy of priority payments when funds are limited.

II. POLICY

Until further notice priority payment of the following items in the order listed will be made when agency funds are limited.

1. Salaries
2. Employee Benefits
3. Consultant Fees
4. Employee Expense Reports
5. Rent
6. Telephone Services
7. Vendors

III. APPLICABILITY

These instructions are applicable to all NUL staff offices including separately funded projects both private and governmental.

IV. RESPONSIBILITY

The directors of NUL staff offices are responsible for ensuring that the statement of policy set forth in this instruction is given proper dissemination.

I of I

DISTRIBUTION "B" & "C"

Contributions to the National Urban League are tax deductible

MEMORANDUM

To: Urban League Board Members

From: Geraldine A. Christian, President

Date: November 14, 1977

The November Board of Directors meeting for the Urban League of Portland will be held on Thursday, November 17, 1977, at the Pacific Northwest Bell, 735 SW Stark in the Multi-Purpose Room, at 7:30 p. m.

I hope to see all of you there.

GAC:cj

URBAN LEAGUE OF PORTLAND

November 17, 1977

AGENDA

1. Roll Call
2. Approval of Minutes
3. Correspondence
4. Committee Reports
 - a. Executive
 1. Mrs. Rae -- Administrative Cost
 2. Mrs. Christian
 - b. Nominating Ms. Belcher
 - c. Annual Meeting Dr. Hartzog/Mr. Brooks
 - d. Program Ms. Ward/Mr. Brooks
 - *e. E.D. & E. Mr. Rankins
 - *f. Education Mr. Chatman
 - *g. LEAP Mr. Ganter/Mr . Brooks
5. President's Remarks
- *6. Executive Director's Remarks
7. New Business
8. Unfinished Business

* Reports submitted

URBAN LEAGUE OF PORTLAND

BOARD OF DIRECTORS

November 17, 1977

The meeting was called to order at 7:45 p.m., in the multi-purpose room, Pacific Northwest Bell by President Geraldine Christian.

Directors in attendance were: Allison Belcher, Geraldine Christian, Paul Cook, Gayle Gemmell, Judge Hamilton, John Hansen, Bill Hilliard, General Miller, Ollie Moreland, Roy Schnaible, Linda Torrence, Gene Walters, Geri Ward, and Mary Wright. Staff was represented by: James O. Brooks, Gertrude Rae, Nathan Nickerson, Geroge Rankins, Vernon Chatman, Verdie Stewart, and Colette Jeffries. Guest - Jeanna Woolley

President Christian made a request that the record show the following corrections in the September minutes:

1. Mary Wright was not present for the August Board of Directors meeting.
2. Mr. Hilliard corrected the spelling of Wilson Riles, who is a nominee for speaker at the Annual Meeting.
3. Linda Torrence stated that she asked George Rankins to include in his report a break down of the positions of the jobs that they had filled so that the Board would know the category these people were placed in.

Mr. Hansen made a motion that we accept the minutes as corrected. The motion was seconded by Allison Belcher and carried.

Colette Jeffries read the correspondence from Dr. Reynolds, who submitted his resignation. Ted Runstein, who also submitted his resignation. General Miller stated that he did wish to continue on the Urban League Board. Gene Walter stated that he would resign or serve at the Board's pleasure.

Committee Reports

Executive - Mrs. Rae handed out a written report on the Administrative Fund Account. The balance as of November 17, 1977 was \$10,888. Mr. Schnaible stated that there was an error on the total. Mrs. Rae agreed to mail out a corrected copy of the report.

There was discussion from the Board concerning audits of the Urban League.

President Christian stated they received a notice from the United Way that there is going to be a Policies and Procedures Study for the agencies. They had to give an answer by November 15, 1977. The Executive Committee agreed to the study.

Nominating - Allison Belcher, Committee Chairperson, reported that she had received 10 names for potential Board members. They are going to have a meeting in December and by that time they will have talked with some of the nominees. They will also be thinking of election of officers. She stated if any of the Board members had any names to submit, please give them to Mrs. Rae or Mr. Brooks.

Annual Meeting - In the absence of the Chairman, Mr. Brooks reported that the date would be either March 2nd or March the 9th. He stated that General Chappy James had a heart attack and his name will be removed from the list. The committee is going to make a choice for a speaker and bring a recommendation back to the Board. They will be able to beat the price tag from last year. The tickets will be about \$10.00.

Paul Cook stated that the Annual Meeting should be a fund raiser, but it hasn't been in the past.

Program - Geri Ward, Committee Chairperson, reported that she had some dates submitted for various activities. The committee is going to put this in a Calendar Program Form. Any Board member can submit ideas and dates to the Program Committee.

E.D. & E. - A written report was handed out to all Board members in attendance.

Education - A written report was handed out to all Board members in attendance.

Education - Mary Wright reported on the Career Awareness Day. She stated that it was mostly geared toward high school students. She felt it was the best Seminar that they had ever had. It was held on November 5, 1977.

Jeanna Woolley reported on the Coalition. A written report was handed out to Board Members in attendance. A copy is attached to the file copy of the minutes.

Paul Cook made a motion that we adopt the Education Committee's report and endorse their position and urge them to develop the policies that they suggested for prior deliberation. The motion was seconded by Allison Belcher and carried.

Mr. Chatman gave a hand-out on the recommendation that the money from the Memorial Fund Interest be used as a scholarship fund.

LEAP - The Executive Director reported that Charles Ganter former Director of the Urban League LEAP has been appointed as the State Director of Apprenticeship and Training Program as of November 14, 1977. The Department of Labor has not yet funded any of the 2 or 3 cities in the United States for the 1977-78 Contract. The Contract ran out Oct. 30, 1977. A telegram was sent from New York saying to carry the office and staff with no operating expenses. As of Dec. 1, 1977, he will be looking for a new Director for this project.

President's Remarks - President Christian reported that the Regional Director was here in Portland for his annual routine visit. She stated that she wished that more Board members could have been present.

A written report on the Seminar which President Christian attended, was mailed to the Board members.

Executive Director's Remarks - On the 2nd, 3rd and 4th of December the staff will be going to Gearhart by the Sea for a Training Session. Jerry Donaldson from the National Urban League is going to be the trainer.

He also stated that the School-Community Program was getting along very well.

He is still in the process of writing the proposal for the Grants for the Youth Manpower proposal.

The Executive Director has received a document in the mail. It is composed of news clippings and articles concerning the National Conference. Anyone that wants to see it can check it out. He is trying to get more copies.

New Business - Bill Hilliard made a motion not to accept the resignation of Ted Runstein. The motion was seconded by Gayle Gemmell and carried.

Gayle Gemmell made a motion that Belton Hamilton be directed to call Ted Runstein and tell him the feelings of the Board and urge him to reconsider. The motion was seconded by Paul Cook and carried.

President Christian stated that a letter should be sent to Dr. Reynolds thanking him for serving on the Board.

John Hansen suggested that we wait on the other 6 people to send in a letter before we take any action.

Paul Cook made a motion that we accept Dr. Reynolds resignation with regrets and with appreciation of his past service. The motion was seconded by Allison Belcher and carried.

The Executive Director stated that Marlene Bayless called and that she was interested in serving on the Board. She had two tragedies. One was death in her family, and the other was that she had surgery.

David Baugh was under the impression that since he was from Clark County that he was not a voting member of the Board. He would look at the agenda, and if there was nothing pertaining to Clark County, he did not attend the meeting. The Executive Director explained to him that he was a voting member.

Mary Wright stated that she felt her absences were excused. She felt that it was not a well thought out move to write the letters.

There was discussion from the Board concerning the decision made to send the letters.

The Executive Director stated that at 6:00 p.m. on Dec. 1, 1977, the 3rd series of Community Forum and Development will be held. He is the moderator.

He stated that this weekend he would be speaking on KYXI. His topic is Affirmative Action vs. Reverse Discrimination.

Mr. Hansen mailed out a copy of the Salary and Salary Ranges Proposal. He made a motion that we accept the recommendation of the Joint Personnel and By-Laws Committee as distributed. The motion was seconded by Mr. Schnaible and carried.

The meeting was adjourned at 9:50 p.m.

Secretary, Jan Batiste

JB:cj

URBAN LEAGUE EXECUTIVE COMMITTEE MEETING

December 19, 1977

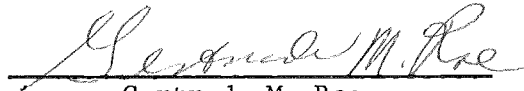
Present were: John Hansen, Mike Jordan, Jan Batiste, Ernest Hartzog, and Gertrude Rae.

1978-79 budget was discussed and suggestions were made for presentation to the Board for approval. The Committee will meet again on Friday, January 6, 1978 to finalize recommendations.

A motion was made by Ernest Hartzog and seconded by Mike Jordan that Gail Jones be employed again as Membership Coordinator on a part-time basis. The motion carried.

Action regarding a resolution protesting the sale of the Krugerrand coins was deferred until staff obtains further information regarding them.

Meeting adjourned.


Gertrude M. Rae

GMR:cj