Page A3

The Hortland Observer What Is Education, What Is Technology? Part V Conclusion

BY PROF. MCKINLEY BURT

In retail business a key factor is emphasized, Location! Location! Location! And in the planning concepts we introduced last week, you must emphasize, Structure! Structure! Structure!

to this end we cited the following publication, not only for its systematic approach to fund-raising but for highly - organized "focus on the structural and administrative format of your 'delivery system'," e.g. the nuts and bolts. "Guide to Oregon Foundations, sixth edition, 1995. Published by United Way of the Columbia Willamette, price \$30.00. Call (503)) 226-9130 for particulars - updates.

The readers are well aware of my enthusiasm and passion for any vehicle or operation that advances ap-

preciation of the major role played by African American scientists and engineers in the development of this country's technology. It follows then that I will bring to the table every element of my experience and professional training that will assist such efforts. The following publications are highly recommended.

····· ···· ····

"The Oregon Nonprofit Corporation handbook", second edition, Cynthia Cumfer and Kay Sohl, Technical Assistance for Community Services, 1903 S.E. Ankeny, Portland, OR 97214 (503) 239-4001, call for details.

This comprehensive guide has served a number of us quite well. Rather than attempt to explain this broad utility within the confines of this space I will simply cite the 'Table of contents' (appendices omitted). part I - Getting Started

1 Should Your Organization Be A Nonprofit Corporation? 3

2 The Structure And Types Of Oregon Nonprofit Corporations 15

3 Setting Up Your Oregon Nonprofit Corporations 30 4 Writing Bylaws 45 Part II - The Tax-Exempt Organiza-

tion 81 5 Federal Tax-Exempt Status 83

6 Filling Out The Tax-Exempt Applications 115 7 Publicly Supported Organizations & Fee/Activity Supported Organizations (PSOs & FASOs) 134

8 Political Activity And Lobbying By Tax-Exempt Organizations 163 9 Business Activities By Tax-ExemptOrganizations 184

10 Fiscal Sponsorship 196 11 State, Regional And County Tax Exemptions 213

Organizations 220 part III - Successful Functioning:

People 235 13 Board Of Directors And Officers 237

14 Members And Membership Corporations 287

15 Employees 305 16 Independent Contractors 336 17 Volunteers 353

18 How To Successfully Resolve Conflict 377

19 Understanding Financial Management 391

20 Making A Budget 397 21 Fundraising: Obtaining Re-

sources 419 22 Basic Steps For Handling Your

Funds 448 23 Keeping Books - Preparing Fi-

nancial Reports 464 24 Payroll Requirements And Pro-

cedures 497

Nicholson Development is the latest since 1994 to attempt

12 Tax Returns For Tax-Exempt New Development

to create a new grocery store -

BY LEE PEARLMAN

Nicholson Development is the latest since 1994 to attempt to create a new grocery store on the old Wilshire Pari Sentry Market at Northeast 33rd Avenue and Killingsworth Street.

They are also the latest to confront the problems presented by the site. According to spokesperson Dan Taylor, the Kirkland, Washington-based company hopes to build a Rite-Aidpharmacy, and a new 25,000 cant site. They are negotiating with the Rite-Aid corporation to acquire a franchise, and attempting to purchase a tavern and other properties fronting on Northeast Killingsworth Street. A third hurdle Nicholson must overcome is the site's zoning. As part of the Albina Community Plan process, it was changed in 1993 to CN2, limiting any new commercial use to a maximum of 5,000 square feet. In 1996 it was changed again to CS, which allows larger commercial

square foot market, on the long-va-

operations but also places restrictions on how they are built, including a requirement that they be built on the property line. "Things are pretty in the air right now," Taylor says. We have a plan, but we don't know if we'll be able to achieve it. We have a lot of uphill climbing to do." According to J.C. Kizak of the Concordia Neighborhood Association, an important issue is whether Nicholson can secure city approval for a drive-through for the Rite-Aid store, something the chain demands

for an outlet. If Nicholson cannot build the two new stores, it may try to renovate the existing 20,000 square foot building, Taylor says. In the Portland area, Nicholson has developed a Videoland outlet in Forest Grove, and a commercial project in Hillsboro, Taylor says. Restoring a grocery store to the intersection has been a high neighborhood priority for four years. Kizak say Nicholson's plans would be "a positive thing for the neighborhood if it can be done correctly."

25 Evaluating Your Organizations Financial Health 511

26 Recordkeeping, Registration And Rules 530

(PP. 545 to 573, "Changing Your Corporation")

The following book is a tightly written (210 pp.) manual which with a welcome economy of space covers the key elements of presenting your case to foundations, governmental agencies or industry in clear and professional terms. "Handbook For Writing Proposals", Robert J. Hamper and L. Sue Baugh, NTC Business Books, 1995 order latest edition from your book dealer.

It is hoped that within the parameters of the materials I have provided these past five weeks, we will indeed determine "what is education, what is technology at last to the extent that we can deliver and educational product to our youth with some confidence that it matches today's technology.

Lan Ladeau

Microelectronics

Microelectronics student Lan Ladeau discovered the variety and expertise of PCC three years ago as an English as Non-Native Language student.

Ladeau, a native of China, came to PCC to learn English-she will likely leave the college with a career in high technology. Ladeau is now partnered with Intel Corp. as part of a joint agreement between PCC's microelectronics program and the high-tech giant.

"To me the most important thing now is convenience," she said."I work, I go to school and (PCC) has a great schedule for me. It's nice and convenient."

You and Your Car: Moving Into Winter Safely And Comfortably A Few Tips to Help You Get Where You Want to Go

Now that winter is here, are you ready? Is your car ready? Here are some tips to help you and your car prepare for the added strain of winter driving

Cloudy skies and rain mean poor visibility. Remember to turn on your headlights whenever you're driving during the day. Using your lights in cloudy or rainy weather not only improves your visibility, but lets other drivers on the road see you better, too. Of course, remember to turn them off when you get where you're going. A dead battery when you're on-thego can ruin even the cheeriest holiday mood. Whether it's because of cold weather or increased driving from holiday shopping and gathering with friends and family, your car is likely to experience more strain. Keeping your car in tip-top shape will help ensure that you get to and from home safely. Here are some things you can do quickly and easily to help improve your chances of getting where you want to go: Check your motor oil.

Make sure you have enough in your engine (check your owner's manual for the correct amount and type) and change it regularly; Check your anti freeze; Check your wiper blades. Air pollution, summer heat, and normal wear-and-tear can leave wiper blades rough and jagged. This means rain on the windshield stays on the windshield, instead of being wiped clearaway.

Make sure your blades are sharp and replace them if necessary; Check your tires. Worn tread on tires can make driving in wet weather very

of Farmers Insurance. "By providing these tips, we hope drivers will be ready for the end of fall and the beginning of winter."

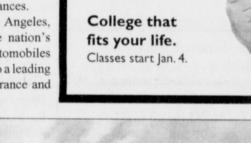
Now that you've thought about some of your car's mechanics, you may also want to review some other things, like your insurance coverages.

Your individual driving circumstances may have changed since the summer. Some of these changes could affect the types of coverages you may want to have and what limits you choose. For example, do you have a

tion, your first call should be to your

insurance agent to discuss any changes in your circumstances.

Headquartered in Los Angeles, Farmers Insurance is the nation's third-largest insurer of automobiles and homes. Farmers is also a leading provider of business insurance and life insurance products.



Portland

Community

College

503-244-6111

DEC. 23, 1998

hazardous. You'll have more control and greater safety when you replace old tires. And don't forget to include chains if you're planning a trip to the snow. You may also want to check your brake and transmission fluid to make sure they're at the right levels, and make sure your car battery is fully charged.

"We want drivers to be safe on the road and to arrive at their destinations safely," said Martin Feinstein, President and Chief Executive Officer

teenager who's now driving the family car? If so, you should contact your insurance agent to make sure your child is added to your policy. You want him or her properly protected in case of an accident. Also, several insurance companies offer discounts for young drivers who keep their grades up in school Companies may also offer other types of discounts for young drivers. Your insurance agent can give you details about these programs. No matter what the situa-

Tapping In To Head Clock Could **Help Compliance With** Medications

Doctors write an average of 8,000 prescriptions every year, but many of those drugs fail to produce the proper result.

"The most common problem is that people don't follow instructions on properly taking medications," said Dr. Ed Fann, professor of pharmacology at Baylor College of Medicine in Houston. "Forgetting to take medication or stopping the regimen too soon can limit a drug's effectiveness." In an effort to increase medication compliance, Fann and colleagues are studying our internal memory or the so-called head clock, a unique device that virtually anyone can use to help them remember to take a pill. The head

clock is part of an internal mechanism that alerts us to perform a task.

"We all have a sense of time and its passing and can remind ourselves to do something at a certain time," said Fann. "This is the job of the head clock. By paying attention to a twinge or feeling of anxiety produced by this innate mechanism, we can do a better job of remembering."

The key is being aware of the feeling. If you sense some anxiety, it could be your memory telling you that you are forgetting something. Fann says when this feeling occurs, you should go through a mental checklist of the tasks you have set for yourself in order to remember a spe-

cific task.

Baylor researchers are testing the theory on a group of medical students. Half of the group will be taught about the head clock and the techniques of using it. Half will not. The investigators will track how well students in each group do in remembering to take a harmless placebo pill.

"Using medications other than exactly how they are prescribed can be dangerous," said Fann. "Teaching patients to be more in tune with their internal head clock has the potential for increasing patient compliance, improving health and reducing costs associated with unused medications."

Filing Deadline For PCC Board

If you've ever wanted to have a hand in the budgetary decision-making and policy direction of the state's largest higher education institution, the time to file for positions is now. The deadline to file for one of three positions on the Portland Community College board is Jan. 7. The PCC district covers 1,500 square miles in Northwest Oregon and is in all or part of Multnomah, Washington, Clackamas, Yamhill and Columbia Counties. The terms of three current board members will expire on June 30, 1999. An election to fill those terms will be held on March 9, 1999. The positions up for election in 1999 are Zone 2 (which includes portions of North and Northeast Portland and Columbia County), Zone 3 (which includes portions of North and Northeast Portland) and Zone 7 (Hillsboro and western Washington County). Those seek-

ing to run for the positions are required to live in the zone they hope to represent. Each position is for the term of four years.

For more information on filing for a board position in the March election, contact the PCC Public Affairs office at 977-4374, the Multnomah County Elections Office, 248-3720, or the Washington County Elections Office at 648-8670.

coverage you can count on from the world leader in wireless...AIRTOUCH.

- no contracts
- no deposit
- no monthly bill
- no credit check

control your airtime

cards available in \$15, \$30, \$50 or \$100 denomin

* some restrictions may apply.

100

PREPAID

Calling Card

Cellular

of cellular

getting started is easy ... visit these AirTouch Prepaid Cellular retail locations.

Direct Link Cellular & Paging 914 N Lombard S 3213 NE MLK Jr. Blvd., Portland, 288,9180 El Mercado 525 NE Killingsworth, Portland, 288 586 **Cellular** Connectio 055 SE Stark St., Portland, 256.4055 500 NE MLK Jr. Blvd., Portland, 232.7449 nication Plus 317 NE Killingsv Let's Talk Wireless

2813 SE 122nd, Portland, 762.5659

AIRTOUCH