



Board of Directors Meeting
October 7, 2016
12:00-1:00 PM Eastern Time
11:00 AM-12:00 PM Central Time
10:00-11:00 AM Mountain Time
9:00-10:00 AM Pacific Time

Call-in Number:
1-866-210-1669
Guest Code: 5150240

Advancing Hispanic leadership in local government

IHN Board of Directors

Veronica Briseño
President

Manuel Esquibel
President-Elect

Magda Gonzalez
*Immediate
Past President*

Rolando Fernandez
*Vice President
for Membership*

Maria Hurtado
*Vice President
for Programs*

At Large Directors

Carlos Baia
ICMA Board Liaison

Yocelyn Galiano

Raymond Gonzales

Tommy Gonzalez

Ramiro Inguanzo

Claudia Lujan

Daro Mott

Patricia E. Martel
*Past ICMA
Board Member*

David Mora
ICMA Staff Liaison

Rod Alcázar
ICMA-RC Liaison

Agenda

A. Call to Order/Roll Call/Welcome

B. ACTION: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of September 2, 2016*
2. Board Meeting Attendance Report for 2015/16*
3. Financial Report through September 30, 2016*

C. IHN Conference Update

1. Fundraising Update
2. Registrations to Date
3. Program Update

D. ACTION: Motion to support the Joel D. Valdez Legacy Award with proceeds from the IHN conference fundraising (estimated contribution \$3,300).

E. Recap: Meeting with Creative Civilization

F. ICMA Conference Follow-up

1. Potential memberships
2. Suggestions for 2017 conference in San Antonio
 - a) Dinner – how to increase participation
 - b) Sponsorships
 - c) Booth
 - d) Other

G. 2017 IHN Retreat Options

1. February 16-18, 2017: Las Vegas, NV (ICMA Board Meeting)
2. June 8-10, 2017: Fort Collins, CO (ICMA Board Meeting)

H. Information Items

1. Website Tracking

I. Future Board Meeting Agenda Items

1. Relationship with IHN Chapters
2. Fundraising Status (ongoing)
3. Management Partners Contract – 2016 Update
4. Management Partners Contract – 2017-2018
5. 2017 IHN Budget

J. Adjournment & Future Meeting Dates

1. Thursday, November 3, 2016 – IHN Board Meeting with IHN Membership, Austin
2. Thursday, November 3-Saturday, November 5, 2016 – IHN Conference, Austin
3. Friday, December 2, 2016 – IHN Board Meeting
4. Friday, January 6, 2017 – IHN Board Meeting

*Supporting documents provided in board packet



**Board of Directors Meeting
September 2, 2016**

MINUTES

Advancing Hispanic leadership in local government

Board Members Present

Veronica Briseño Lara, President
Magda Gonzalez, Immediate Past President
Rolando Fernandez, Vice President for Membership
Maria Hurtado, Vice President for Programs
Yocelyn Galiano, At Large Director
Raymond Gonzales, At Large Director
Tommy Gonzalez, At Large Director
Claudia Lujan, At Large Director

Board Members Absent

Manuel Esquibel, President-Elect
Carlos Baia, At Large Director
Ramiro Inguanzo, At Large Director
Patricia E. Martel, Past ICMA Board Member
Daro Mott, At Large Director
Rod Alcazar, ICMA-RC Liaison
David Mora, ICMA Staff Liaison
Bob Harrison, ICMA Board Liaison

Others Present

Karen Davis, Management Partners

A. Call to Order/Roll Call/Welcome

Roll call was conducted and eight voting members were present; a quorum was established..

B. ACTION: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of August 5, 2016
2. Board Meeting Attendance Report for 2015/16
3. Financial Report through August 31, 2016.

Claudia Lujan moved approval of the consent agenda; Yocelyn Galiano seconded the motion; the motion was approved unanimously.

C. Budget Review

The year-to-date budget was presented and discussed so that the board could determine how to proceed with unplanned expenses. Expenditures are at 64% with 66% of the fiscal year remaining. The conference budget was also presented. Fundraising is on target to pay conference costs with additional funds remaining to support IHN activities. Ray Gonzales requested funds be allocated (up to \$500) to support conference advertising through social media. Ray moved approval of the expenditure. Yocelyn seconded the motion. The motion was approved unanimously.

D. Fundraising Update

The fundraising matrix was included in the board packet to provide a status on fundraising for the conference as well as overall support and dedicated funds.

E. Motion to accept proposals from Creative Civilization for IHN rebranding (\$7,600) and from Sonova Corporation to redesign the IHN logo (\$2,000)

The board reviewed the proposals for rebranding and concurred that it is necessary that IHN hire a professional to facilitate the discussion to identify how IHN can communicate its local government role. The rebranding consultant has agreed to meet with the board and other IHN representatives in Kansas City to start this process. Ray Gonzales moved approval of the contracts; Maria Hurtado seconded the motion. The motion was approved unanimously.

F. IHN Conference Update

Rolando Fernandez reported that the committee is finalizing panelists, including offering speaker opportunities to sponsors. They are working on the conference guide and mobile app. The committee has hired a coordinator for \$2,500-\$3,000 to assist with fundraising, including ads for the conference program. Keynotes have been finalized with Oscar Casares agreeing to speak at the opening session.

G. ICMA Activities

Karen Davis reported that the dinner reservations are low and the board needs to assist with outreach to increase the number of participants. Board members have been assigned to make presentations at the regional meetings on Sunday morning. Karen will prepare talking points. Also, board members were asked to assist with staffing the booth.

H. Request for sponsorship of for US/Mexico/Cuban Exchange Program

Magda Gonzalez presented the outline of the request from Kevin O'Rourke, Kevin Duggan, Mike Garvey and Frank Benest for IHN to serve as a sponsor for the exchange program being planned in November in Mexico City. The board discussed the benefits of the exposure IHN would receive. The board was informed that there are some concerns in the Southeast region about how to normalize relations with Cuba. They Miami-Dade County Association was approached to assist with this program and declined. While open to hearing about the program, they decided there was not enough information to allay concerns, given that the Cuban government has declined to work with ICMA and that is why they are looking for other sponsors. The board asked to have a more complete proposal presented before considering whether to or how to get involved. Consideration was tabled until more information is presented.

I. Information Items

Magda Gonzalez reported on a call with the Hispanic/Latino networking group in the Kansas City area. They are not in a position to provide sponsorships but they do want to have more coordination of activities with IHN.

Karen Davis reported that in 2017, NFBPA has invited IHN to cosponsor four webinars.

2015-2016 IHN Board of Directors Board Meeting Attendance

Name	Jan 2015	Feb 2015	Mar 2015	April 2015	May 2015	June 2015	July 2015	Annual Mtg. 2015	Aug 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015
Magda Gonzalez	Present	Present	Absent	Present	Present	Present		Present	Present	Present	Present	Absent	
Veronica Briseno Lara	Present	Present	Present	Present	Present	Present		Present	Present	Present	Present	Present	
Erik Walsh	Present	Absent	Present	Absent	Present	Absent		Absent					
Maria Hurtado	Absent	Absent	Absent	Present	Absent	Absent		Absent	Absent	Present	Present	Present	
Jesus Nava	Present	Present	Present	Present	Present	Present		Present					
Carlos Baia	Present	Present	Present	Present	Absent	Present		Absent	Present	Absent	Absent	Present	
Manuel Esquibel	Present	Present	Present	Present	Present	Absent		Present	Absent	Absent	Present	Present	
Rolando Fernandez	Present	Present	Present	Absent	Present	Present		Absent	Present	Present	Present	Present	
Yocelyn Galiano	Present	Present	Absent	Present	Absent	Absent		Absent	Absent	Absent	Absent	Absent	
Raymond Gonzales								Present	Present	Absent	Present	Absent	
Tommy Gonzalez								Absent	Absent	Absent	Present	Present	
Ramiro Inguanzo									Present	Absent	Present	Present	
Claudia Lujan	Absent	Present	Present	Present	Present	Present		Present	Present	Present	Absent	Present	
Pat Martel	Present	Absent	Present	Present	Present	Present		Absent	Absent	Present	Absent	Absent	
Nachie Marquez	Absent	Absent	Present	Absent	Present	Present		Absent					
Daro Mott	Present	Present	Absent	Present	Present	Present		Absent	Present	Present	Absent	Present	

Name	Jan 2016	Feb 2016	Mar 2016	April 2016	May 2016	June 1 2016	Annual Mtg. 2016	July 2016	Aug 2016	Sept 2016	Oct 2016	Nov 2016	Dec 2016
Veronica Briseno Lara	Present		Present	Present	Present	Present	Present	Present	Present	Present			
Manuel Esquibel	Present		Present	Present	Absent	Absent	Present	Present	Present	Absent			
Magda Gonzalez	Present		Present	Absent	Present	Present	Present	Present	Absent	Present			
Maria Hurtado	Absent		Present	Absent	Absent	Present	Present	Present	Present	Present			
Rolando Fernandez	Present		Present	Present	Present	Present	Absent	Present	Present	Present			
Carlos Baia	Present		Absent	Present	Present	Absent	Present	Absent	Present	Absent			
Yocelyn Galiano	Present		Absent	Present	Absent	Present	Absent	Present	Present	Present			
Raymond Gonzales	Present		Absent	Absent	Present	Present	Absent	Present	Present	Present			
Tommy Gonzalez	Absent		Absent	Absent	Absent	Absent	Absent	Present	Present	Present			
Ramiro Inguanzo	Present		Present	Present	Absent	Present	Absent	Absent	Absent	Present			
Claudia Lujan	Absent		Present	Absent	Absent	Absent	Present	Absent	Present	Present			
Pat Martel	Absent		Absent	Absent	Absent	Absent	Present	Absent	Absent	Present			
Daro Mott	Present		Present	Present	Present	Present	Present	Present	Present	Absent			

Note: Excused v. unexcused absences are not differentiated on the chart.

International Hispanic Network Profit & Loss

Cash Basis

January through September 2016

Jan - Sep 16

Ordinary Income/Expense

Income

43300 · Direct Public Grants	
43310 · Corporate and Business Grants	50,000.00
Total 43300 · Direct Public Grants	<u>50,000.00</u>
43400 · Direct Public Support	
43450 · Individ, Business Contributions	3,705.30
Total 43400 · Direct Public Support	<u>3,705.30</u>
46400 · Other Types of Income	
46410 · Advertising Sales	15,725.70
Total 46400 · Other Types of Income	<u>15,725.70</u>
47200 · Program Income	
47270 · Program Activities	5,115.00
47230 · Membership Dues	20,992.50
47250 · Conference Registration	7,922.02
47260 · Conference Sponsorship	25,750.00
Total 47200 · Program Income	<u>59,779.52</u>
49000 · Special Events Income	
49050 · IHN Dinner	6,867.15
Total 49000 · Special Events Income	<u>6,867.15</u>
 Total Income	 136,077.67

Expense

60900 · Business Expenses	
60930 · Constant Contact	210.00
60920 · Business Registration Fees	75.00
60960 · PayPal Fees	1,101.81
Total 60900 · Business Expenses	<u>1,386.81</u>
62100 · Contract Services	
62110 · Accounting Fees	800.00
62150 · Outside Contract Services	49,696.75
Total 62100 · Contract Services	<u>50,496.75</u>
65000 · Operations	
65090 · Computer Software	75.00
65020 · Postage, Mailing Service	112.24
65030 · Printing and Copying	410.18
65050 · Telephone, Telecommunications	1,588.37
65060 · Website	942.84
Total 65000 · Operations	<u>3,128.63</u>

**International Hispanic Network
Profit & Loss**

Cash Basis

January through September 2016

Jan - Sep 16

65100 · Other Types of Expenses	
65185 · Program Activities	5,181.54
65190 · Special Projects	12,740.00
65180 · Special Events	75.00
65110 · Advertising Expenses	875.42
65120 · Insurance - Liability, D and O	772.00
65140 · Contributions	1,000.00
65160 · Other Costs	304.28
Total 65100 · Other Types of Expenses	<u>20,948.24</u>

68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	5,274.71
68320 · Travel	376.74
Total 68300 · Travel and Meetings	<u>5,651.45</u>

Total Expense	<u>81,611.88</u>
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Net Ordinary Income	<u>54,465.79</u>
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Net Income	<u><u>54,465.79</u></u>
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bank balance 10/4/16	\$102,295.55
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