



LOCAL GOVERNMENT  
**HISPANIC  
NETWORK**

**Board of Directors Meeting**

**August 2, 2019**

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

***Advancing Excellence and Inclusiveness in Local Government***

<https://zoom.us/j/8347550302>

888 788 0099 US Toll-free

Meeting ID: 834 755 0302

**Agenda**

**LGHN Board of Directors**

**Rolando Fernandez**

*President*

**Raymond Gonzales**

*President-Elect*

**Veronica Briseño**

*Immediate*

*Past President*

**Bob Harrison**

*Vice President*

*for Membership*

**Samantha Tavares**

*Vice President*

*for Professional*

*Development*

**Claudia Lujan**

*Vice President*

*for Career Advancement*

**At-Large Directors**

**Carlos Baia**

**Maria DeLeon**

**Aubrey Gonzalez**

**Ramiro Inguanzo**

**Paulina Martinez**

**Ramiro Salazar**

**James Vega**

**Patricia E. Martel**

*Past ICMA*

*Board Member*

**Maria Hurtado**

*ICMA Board Liaison*

**Rod Alcázar**

*ICMA-RC Liaison*

**A. Call to Order/Roll Call/Welcome**

**B. ACTION: Consent Agenda – Receive and Approve**

1. Minutes for Board Meeting of July 5, 2019\*
2. Board Meeting Attendance Report for 2018/19\*
3. Financial Report through July 31, 2019\*

**C. DISCUSSION/ACTION: LGHN Shirts for ICMA Conference & Other Activities**

**D. UPDATE: 40<sup>th</sup> Anniversary of the Hispanic Field Service Program** (see LGHN history at <https://lghn.org/history/> )

**E. UPDATE: LGHN Dinner at ICMA**

**F. DISCUSSION/UPDATES: LGHN Goals**

1. Membership
2. Fundraising/Scholarship Program
3. Career Advancement Program
4. Professional Development

**G. REVIEW: Website Update**

**H. Future Board Meeting Agenda Items**

1. Hotel/Conference Contract for 2020 Biennial Conference (September)
2. Potential Agreement: NLC | Race, Equity and Leadership Program (TBD)
3. Potential Agreement: National Association of Hispanic Federal Executives (TBD)
4. Government Alliance on Race and Equity (TBD)
5. Website Tracking
6. Social Media Tracking
7. Fundraising Status

**I. Adjournment & Future Meeting Dates**

1. Friday, September 6, 2019 – LGHN Board Meeting
2. September 26-27, 2019 – ICMA-RC Workforce 2030 Summit, Fort Lauderdale, FL
3. Friday, October 4, 2019 – LGHN Board Meeting
4. October 20-23, 2019 – ICMA Conference, Nashville, TN
5. Sunday, October 20, 2019 – LGHN Dinner at ICMA Conference
6. November 1, 2019 – LGHN Board Meeting
7. December 6, 2019 – LGHN Board Meeting
8. April 15-19, 2020 – NFBPA Conference, Austin, TX

\*Supporting documents provided in board packet



**Board of Directors Meeting  
July 12, 2019**

**MINUTES**

***Advancing Hispanic leadership in local government***

**Board Members Present**

Rolando Fernandez, Jr., President  
Raymond Gonzales, President-Elect  
Bob Harrison, Vice President for Membership  
Samantha Tavares, Vice President for Programs  
Claudia Lujan, Vice President for Career Advancement  
Aubrey Gonzalez, At Large Director  
Paulina Martinez, At Large Director  
Patricia Martel, Past ICMA Board Member

**Board Members Absent**

Veronica Briseño, Immediate Past President  
Carlos Baia, At Large Director  
Maria DeLeon, At Large Director  
Ramiro Inguanzo, At Large Director  
Ramiro Salazar, Director At Large  
James Vega, At Large Director  
Maria Hurtado, ICMA Board Liaison

**Others Present**

Karen Davis, Executive Director  
Rod Alcazar, ICMA-RC Liaison

**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 April 5, 2019
2. Minutes for Annual Meeting, May 3, 2019
3. Minutes for Board Meeting of June 7, 2019
4. Board Meeting Attendance Report for 2019
5. Financial Report through June 30, 2019

*Pat Martel moved approval of the consent agenda, Bob Harrison seconded the motion; the motion was approved unanimously.*

**C. ACTION: LGHN Career Advancement Training Proposal from SGR**

*Rolando Fernandez provided an overview of the discussions with SRG leading up to the proposal and of the process that would be used to register and administer the webinars. Samantha Tavares asked how we could ensure good attendance for the webinars. Karen Davis clarified that in addition to LGHN, members of NFBPA and NACA would also be invited to participate at no cost because of the LGHN affiliation agreements with the organizations. SGR would invite other participants, but they would have to pay for the sessions. Karen Davis said that she has asked SGR to include no cost to NFBPA and NACA in the final. Samantha Tavares asked if LGHN would be responsible for providing leaders for the sessions on “Words from the Wise” in May and June of 2020. Rolando Fernandez responded that it’s our goal to have our members as a lead in as many of the sessions as possible. Rolando also explained that the registration and hosting of the webinars would be done by SGR, but the registration would be seamless and accessible from the LGHN website, and LGHN would receive the recorded webinars to archive on the LGHN leadership webpage. Claudia Lujan asked if the other organizations would be able to add their logos to the webinar promotions, stating that it is preferable that only LGHN and SGR be seen as the sponsors to increase the visibility and value of LGHN membership. Karen Davis said that only the LGHN and SGR logos would be used. NFBPA is developing webinars and although LGHN members can participate, only the NFBPA and*

*their host logos would be displayed. Paulina asked for clarification of “no cost” to LGHN. Karen Davis responded that SGR is paying all the costs in return for platinum sponsorship.*

*Bob Harrison moved approval of the contract*

**D. APPROVE: 2019 Emerging Leader Awards**

*LGHN received two applications for the emerging leader award, and the executive committee recommended giving the award to Cynthia Esparza Trigueros, Community Liaison with the City of Reno, NV. Claudia Lujan moved approval, Ray Gonzales seconded the motion; the motion was approved unanimously. The award will be presented at the LGHN dinner at the ICMA conference in Nashville.*

**E. APPROVE: \$1,500 Sponsorship for NFBPA Emerge Conference**

*The board discussed the need to get conference details so they can plan to send members to the conference. Contingent upon receiving the information, Adams County, Phoenix, Austin and El Paso are considering sending people to the conference. Claudia Lujan expressed concern about lack of information and the ability to contribute this year given the LGHN budget issues. Ray Gonzales moved approval of the funding, Bob Harrison seconded the motion; the motion was approved 7 to 1, with Claudia Lujan voting no.*

**F. DISCUSSION: Request for Program and Funding Support for the 40<sup>th</sup> Anniversary of the Hispanic Field Service Program.**

*Rolando Fernandez said he had been contacted by Alex Briseño asking if LGHN could provide financial support for an event being planned in Atlanta, GA in October or November to celebrate the anniversary with President Jimmy Carter, who provided funding for the start-up of the program and the legacy of LGHN as a result. Karen Davis provided an update from Frances Gonzalez who said that funds would not be needed, but they would like to have LGHN represented at the event. More details will be provided at the August board meeting as planning advances.*

**G. DISCUSSION: Speakers for the Assistants’ Forum at the ICMA Conference**

*No discussion due to lack of time. Rolando Fernandez asked the board members to send suggestions via email.*

**H. UPDATES: LGHN Dinner and Biennial Conference**

*No discussion due to lack of time.*

**I. DISCUSSION/ACTION: LGHN Shirts for ICMA Conference and Other Activities**

*No discussion due to lack of time. Will be considered at the August board meeting.*

**J. DISCUSSION: LGHN Goals**

*Membership (Bob Harrison, Committee Chair): Bob Harrison said the committee will be focused on the regional chapter model with a goal of getting it established by the end of the year. The cities/counties that will be encouraged or have expressed an interest in establishing a chapter will be invited to assist the committee in developing a model.*

*Fundraising/Scholarship Program: Rolando Fernandez and Karen Davis asked board members to consider a monthly or annual tax-exempt donation to the scholarship fund which will enable LGHN to provide travel stipends to members to attend national conferences and training programs. Frances Gonzalez is leading a broader fundraising effort.*

*Career Advancement Program (Claudia Lujan, Committee Chair): The SGR proposal is the product for this committee.*

*Professional Development Program (Samantha Tavares, Committee Chair): Samantha Tavares stated the committee is developing webinars around the subject of emotional/cultural intelligence and the format for the webinars will be reading/discussion similar to a book club format.*

**K. REVIEW: Website Updates**

**L. No discussion due to lack of time. Karen Davis asked board members to review the site and let her know if there are additional changes.**

## 2018-2019 IHN Board of Directors Board Meeting Attendance

Name	Jan 2018	Feb 2018	Mar 2018	April 2018	Annual Mtg. May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018
Veronica Briseño	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Maria Hurtado	Present	Absent	Present	Present	Present	Absent	Present					
Rolando Fernandez	Present	Present	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Present
Raymond Gonzales	Absent	Absent	Absent	Absent	Absent	Present	Absent	Present	Absent	Present	Present	Present
Carlos Baia	Absent	Present	Absent	Present	Present	Absent	Present	Absent	Present	Present	Present	Present
Maria De Leon								Present	Present	Present	Present	Absent
Bob Harrison	Present	Present	Present	Absent	Absent	Absent	Present	Present	Present	Absent	Present	Present
Ramiro Inguanzo	Absent	Present	Present	Present	Present	Present	Present	Absent	Present	Absent	Absent	Present
Claudia Lujan	Absent	Present	Present	Present	Present	Present	Absent	Present	Absent	Present	Absent	Present
Pat Martel	Present	Absent	Absent	Absent	Present	Absent	Present	Absent	Present	Absent	Absent	Present
Paulina Martinez					Present	Present	Present	Present	Absent	Present	Present	Present
Daro Mott	Present	Absent	Absent	Present	Present	Present	Absent	Present	Present	Present	Absent	Absent
Samantha Tavares	Present	Absent	Present	Present	Present	Present	Present	Present	Present	Present	Present	Absent
James Vega								Absent	Present	Present	Present	Absent

Name	Jan 2019	Feb 2019	Mar 2019	April 2019	Annual Mtg. May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019
Veronica Briseño		Absent	Phone	Present	Absent	Present	Absent					
Maria Hurtado		Absent	Present	Present	Absent	Absent	Absent					
Rolando Fernandez		Present	Present	Present	Present	Present	Present					
Raymond Gonzales		Absent	Present	Absent	Present	Absent	Present					
Carlos Baia		Present	Absent	Present	Present	Absent	Absent					
Maria De Leon		Present	Absent	Absent	Absent	Present	Absent					
Bob Harrison		Absent	Phone	Absent	Present	Present	Present					
Ramiro Inguanzo		Present	Phone	Absent	Present	Absent	Absent					
Claudia Lujan		Absent	Present	Present	Present	Absent	Present					
Pat Martel		Present	Phone	Absent	Present	Absent	Present					
Paulina Martinez		Present	Present	Present	Present	Present	Present					
Samantha Tavares		Present	Absent	Present	Present	Present	Present					
James Vega		Absent	Absent	Absent	Present	Absent	Absent					
Aubrey Gonzalez						Present	Present					
Ramiro Salazar						Absent	Absent					
Daro Mott		Absent	Absent	Absent								

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

**Local Government Hispanic Network**  
**Profit & Loss**  
January through July 2019

	<u>Jan - Jul 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Other Types of Income</b>	
Advertising Sales	12,825.00
Miscellaneous Revenue	1,650.00
<b>Total Other Types of Income</b>	<u>14,475.00</u>
<b>Program Income</b>	
LGHN Dinner Registrations	750.00
<b>Membership Dues</b>	
Individual	3,425.00
Local Government	17,250.00
Chapters	7,750.00
Corporate	2,250.00
<b>Total Membership Dues</b>	<u>30,675.00</u>
Conference Registration	3,722.65
<b>Total Program Income</b>	<u>35,147.65</u>
<b>Total Income</b>	49,622.65
<b>Expense</b>	
<b>Business Expenses</b>	
Constant Contact	412.06
Business Registration Fees	80.00
PayPal Fees	859.05
<b>Total Business Expenses</b>	<u>1,351.11</u>
<b>Contract Services</b>	
Accounting Fees	850.00
Outside Contract Services	36,917.50
<b>Total Contract Services</b>	<u>37,767.50</u>
<b>Operations</b>	
Computer Software	140.17
Postage, Mailing Service	56.80
Printing and Copying	250.00
Supplies	53.48
Telephone, Telecommunications	848.31
Website	4,445.40
<b>Total Operations</b>	<u>5,794.16</u>
<b>Other Types of Expenses</b>	
Board of Directors Retreat	
Retreat	131.32

**Local Government Hispanic Network**  
**Profit & Loss**  
January through July 2019

	<u>Jan - Jul 19</u>
Travel	780.68
Total Board of Directors Retreat	912.00
<b>Program Activities</b>	
Catering	7,253.94
Postage/Shipping	42.37
Stipends and Speaker Fees	300.00
Program Activities - Other	-25.00
Total Program Activities	7,571.31
<b>Special Projects</b>	2,500.00
Advertising/Marketing Expenses	12.00
Insurance - Liability, D and O	888.00
Other Costs	1,770.70
Total Other Types of Expenses	13,654.01
<b>Travel and Meetings</b>	
Conf, Conv, Meeting-Nat'l	0.00
Total Travel and Meetings	0.00
<b>Total Expense</b>	<u>58,566.78</u>
<b>Net Ordinary Income</b>	<u>-8,944.13</u>
<b>Net Income</b>	<u><u>-8,944.13</u></u>
checking account as of 7/31/19	\$46,887.48