



Board of Directors Meeting
October 4, 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

Join Zoom Meeting: <https://zoom.us/j/541098131>
Dial by your location
+1 669 900 6833 US (San Jose)
+1 929 205 6099 US (New York)
Meeting ID: 541 098 131

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 September 6, 2019*
 2. Board Meeting Attendance Report for 2018/19*
 3. Financial Report through September 30, 2019*
- C. UPDATE: 40th Anniversary of the Hispanic Field Service Program** (see LGHN history at <https://lghn.org/history/>) – Frances Gonzalez
- D. UPDATE: Proposed Changes to ICMA Membership*** (carried over from September meeting)
- E. Potential Agreement: National Association of Hispanic Federal Executives – Rod Alcazar**
- F. UPDATE: ICMA Conference**
 1. LGHN Dinner
 2. ICMA Regional Meetings
 3. LGHN Conference Sessions
- G. DISCUSSION/UPDATES: LGHN Goals**
 1. Membership
 2. Fundraising/Scholarship Program
 3. Career Advancement Program
 4. Professional Development
 5. University Partnerships
- H. Future Board Meeting Agenda Items**
 1. Potential Agreement: NLC | Race, Equity and Leadership Program (TBD)
 2. Government Alliance on Race and Equity (TBD)
 3. Ratify Committee Recommendation for 2020 Joel D. Valdez Award (to be awarded at 2020 Biennial Conference and every two years thereafter)
 4. Website Tracking
 5. Social Media Tracking
 6. Fundraising Status
- I. Adjournment & Future Meeting Dates**
 1. Friday, October 4, 2019 – LGHN Board Meeting
 2. October 20-23, 2019 – ICMA Conference, Nashville, TN
 3. Sunday, October 20, 2019 – LGHN Dinner at ICMA Conference
 4. November 1, 2019 – LGHN Board Meeting
 5. December 6, 2019 – LGHN Board Meeting (Ray Gonzales to chair the meeting)

*Supporting documents provided in board packet

6. April 15-19, 2020 – NFBPA Conference, Austin, TX

*Supporting documents provided in board packet



**Board of Directors Meeting
September 6, 2019**

MINUTES

Advancing Hispanic leadership in local government

Board Members Present

Rolando Fernandez, Jr., President
Raymond Gonzales, President-Elect
Carlos Baia, At Large Director
Maria DeLeon, At Large Director
Aubrey Gonzalez, At Large Director
Ramiro Salazar, Director At Large
Claudia Lujan, Vice President for Career Ad.
Samantha Tavares, Vice President for Prof. Dev.
Maria Hurtado, ICMA Board Liaison

Board Members Absent

Veronica Briseno, Immediate Past President
Bob Harrison, Vice President for Membership
Ramiro Inguanzo, At Large Director
Paulina Martinez, At Large Director
James Vega, At Large Director
Patricia Martel, Past ICMA President

Others Present

Karen Davis, Executive Director
Gloria Hurtado, Management Partners
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 August 2, 2019
2. Board Meeting Attendance Report for 2018/2019
3. Financial Report through August 31, 2019

Claudia Lujan moved approval of the consent agenda; Ramiro Salazar seconded the motion; the motion was approved unanimously.

C. DISCUSSION/ACTION

1. Hotel/Conference Contract for 2020 Biennial Conference - October 15-18, 2020

Ray Gonzales reported that \$30,000 has been raised for the conference. The contract guarantees of 50 rooms per night should be easily met, the guaranteed rate of \$159/ single is reasonable and below prior conference rates.

Rolando Fernandez moved for approval of the contract; Ramiro Salazar seconded the motion; motion passed unanimously.

2. Conference Agreement with Adams County Council of Governments

Ray Gonzales provided an overview of the agreement for discussion. The distribution of net proceeds was discussed and will come back to the Board for approval.

Rolando Fernandez moved for approval of the agreement; Carlos Baia seconded the motion; motion passed unanimously.

3. Revise Board Terms/Annual Meeting to October to Coincide with Biennial Conference and Board Retreat

This item was previously discussed, there were no concerns expressed by the Board. There was consensus that board terms would move to the October time frame to coincide with the biennial conference.

D. DISCUSSION/ACTION: ICMA-RC Agreement

Rolando Fernandez reported he had reviewed the agreement; the requested changes have been included. Karen Davis highlighted the request for testimonials from LGHN Board/members.

No action was taken. There was consensus that the proposal be forwarded to ICMA-RC.

E. DISCUSSION/ACTION: New City Visions Proposal (Jesus Nava)

Karen Davis summarized the proposal submitted by Jesus Nava. Maria Hurtado voiced support for the program as a pilot with review by the Board. Rolando Fernandez agreed that the Board would have review and approval of articles prior to release. Maria Hurtado also recommended the topics align with those identified in the member survey.

Maria DeLeon moved for approval to accept the New City Visions proposal; Ramiro Salazar seconded the motion; motion passed unanimously.

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

Ray Gonzales presented the shirt design which is available in both men's and women's sizes. Board members had previously recommended that Board members donate \$100 to the scholarship fund to receive a shirt. Ramiro Salazar recommended the cost of the shirt be added to the donation. Claudia Lujan inquired about the availability on the website. Ray Gonzales recommended keeping the process simple at this time.

Ramiro Salazar moved for approval to move forward with shirt purchase for board members in return for \$100 scholarship donation with the value of the shirts disclosed to the donors; Rolando Fernandez seconded the motion; motion passed unanimously. Additional planning and discussion are required before shirts are offered to the full membership

G. UPDATE: PROPOSED CHANGES TO ICMA MEMBERSHIP

Information included in Board packet – no discussion.

H. UPDATE: 40th ANNIVERSARY OF HISPANIC FIELD SERVICE PROGRAM

No update available.

I. UPDATE: ICMA CONFERENCE

1. LGHN Dinner

Ray Gonzales reported on the confirmed speakers for the dinner - Joelle L. Martinez, Executive Director, Latino Institute at the University of Denver; and Crestina Martinez, Chief of Staff for Colorado Lt. Governor (Deanne Primavera). Flyers have been provided to Board members to be used to promote the dinner. Karen Davis reported there are currently 20 registered participants and urged Board members to promote the event to reach the guaranteed level early.

2. LGHN/NFPBA/I-NAPA Reception

Karen Davis informed the Board of communication from ICMA indicating they will no longer support/fund the reception at the ICMA conference; and are requesting partial payment (\$1000) for the 2018 reception. The Board considered several options and suggestions.

The Board tabled discussion. Ms. Davis will schedule a three-way meeting for Rolando Fernandez to meet with leadership of NFPBA and I-NAPA to discuss a joint letter to ICMA/Board.

3. ICMA Regional Meetings

No discussion.

J. INFORMATION: LGHN Calendar of Events

Copy in Board packet. Karen Davis reported she is working with the webmaster to format for the website and have events linked to registration; SGR registration information will be added to the website next week.

K. INFORMATION: LGHN MID-YEAR UPDATE

Copy provided in Board packet; the update will be sent to the membership and will be used at the ICMA conference and other meetings.

L. DISCUSSION/UPDATES: LGHN GOALS

Membership

Karen Davis gave an update on the committee discussions. The committee is developing templates for three different regional models, with a goal of finalizing them by the end of the year:

- *Regional chapters hosted by other local government associations such as a state or regional group*
- *Regional chapters hosted by a county jurisdiction and including other cities within the county*
- *Regional chapters coordinated within a larger regional area such as multi-county or multi-state,*

Once the models are developed the committee will identify potential hosts for chapters.

Career Advancement

Claudia Lujan reported the committee would begin promoting webinars next week.

Professional Development

Samantha Tavares reported the first webinar on Cultural Intelligence is scheduled for November 5th; the second webinar will be scheduled in January. Resource packets are being developed for chapters to enable them to create and host regional meetings. The committee is also working on posting profiles of Board members to enable the membership to know the organizational leadership.

Karen Davis provided information on Facebook's offer to do a webinar(s) on using social media.

M. Proposal: Historia, Cultura y Canto – Jesus Nava

Following the board meeting, Jesus Nava submitted a proposal to prepare bi-monthly articles on issues trending in Hispanic communities. Karen Davis forwarded the proposal and a draft of the first article to Board members to determine interest or terms for approving the proposal. The proposal does not have a cost to LGHN but shows a value for the services to be provided. As of September 9, 2019, nine Board members have agreed to the proposal with the condition that they be allowed to review the articles prior to posting.

N. MEETING ADJOURNED

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	Present	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	Present	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	Present	Absent			
Maria Hurtado		Absent	Present	Present	Absent	Absent	Absent	Present	Present			
Rolando Fernandez		Present	Present	Present	Present	Present	Present	Present	Present			
Raymond Gonzales		Absent	Present	Absent	Present	Absent	Present	Absent	Present			
Carlos Baia		Present	Absent	Present	Present	Absent	Absent	Present	Present			
Maria De Leon		Present	Absent	Absent	Absent	Present	Absent	Present	Present			
Bob Harrison		Absent	Phone	Absent	Present	Present	Present	Absent	Absent			
Ramiro Inguanzo		Present	Phone	Absent	Present	Absent	Absent	Absent	Absent			
Claudia Lujan		Absent	Present	Present	Present	Absent	Present	Absent	Present			
Pat Martel		Present	Phone	Absent	Present	Absent	Present	Present	Absent			
Paulina Martinez		Present	Present	Present	Present	Present	Present	Absent	Absent			
Samantha Tavares		Present	Absent	Present	Present	Present	Present	Absent	Present			
James Vega		Absent	Absent	Absent	Present	Absent	Absent	Absent	Absent			
Aubrey Gonzalez						Absent	Present	Present	Present			
Ramiro Salazar						Present	Absent	Present	Present			
Daro Mott		Absent	Absent	Absent								

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

Local Government Hispanic Network
Profit & Loss
January through September 2019

	<u>Jan - Sep 19</u>
Ordinary Income/Expense	
Income	
Direct Public Support	
Corporate Support	50,000.00
Scholarship	450.00
Total Direct Public Support	<u>50,450.00</u>
Other Types of Income	
Advertising Sales	15,825.00
Miscellaneous Revenue	1,650.00
Total Other Types of Income	<u>17,475.00</u>
Program Income	
LGHN Dinner Registrations	1,725.00
Membership Dues	
Individual	3,725.00
Local Government	17,250.00
Chapters	7,750.00
Corporate	2,250.00
Total Membership Dues	<u>30,975.00</u>
Conference Registration	3,722.65
Total Program Income	<u>36,422.65</u>
Total Income	104,347.65
Expense	
Business Expenses	
Constant Contact	412.06
Business Registration Fees	80.00
PayPal Fees	1,035.10
Business Expenses - Other	35.00
Total Business Expenses	<u>1,562.16</u>
Contract Services	
Accounting Fees	850.00
Outside Contract Services	48,383.74
Total Contract Services	<u>49,233.74</u>
Operations	
Computer Software	165.85
Postage, Mailing Service	56.80
Printing and Copying	250.00
Supplies	53.48
Telephone, Telecommunications	997.33
Website	5,795.40

Local Government Hispanic Network Profit & Loss

January through September 2019

	<u>Jan - Sep 19</u>
Total Operations	7,318.86
Other Types of Expenses	
Board of Directors Retreat	
Retreat	131.32
Travel	780.68
Total Board of Directors Retreat	<u>912.00</u>
Program Activities	
Catering	7,253.94
Facility Rental	5,500.00
Postage/Shipping	71.29
Stipends and Speaker Fees	300.00
Program Activities - Other	-25.00
Total Program Activities	<u>13,100.23</u>
Special Projects	2,500.00
Advertising/Marketing Expenses	12.00
Insurance - Liability, D and O	888.00
Contributions	1,500.00
Other Costs	1,770.70
Total Other Types of Expenses	<u>20,682.93</u>
Travel and Meetings	
Conf, Conv, Meeting-Nat'l	0.00
Total Travel and Meetings	<u>0.00</u>
Total Expense	<u>78,797.69</u>
Net Ordinary Income	<u>25,549.96</u>
Net Income	<u><u>25,549.96</u></u>
 Bank balance as of 9/30/19	 \$81,381.57

Recap of Board Decisions at the Special Meeting on Diversity Initiatives

At the recent special board meeting held August 15 in Chicago, the Board approved placing the following items on a ballot for members to consider amending the ICMA Constitution.

A. **Proposal 1:**

Regional Nominating Committees: Allow any ICMA member serving in a local government and in good standing to serve as the appointed representative to the Regional Nominating Committee

B. **Proposal 2:**

Voting Rights: Extend voting eligibility to Affiliate Members in service who have been a member of ICMA and serving in a local government for five years. Affiliate members retain voting rights only if they are in service to a local government.

C. **Proposal 3:**

Executive Board Diversity: Extend eligibility to serve on the Board in the non-CAO position to Affiliate Members in service (entry-level, mid-management and department directors) who have been a member of ICMA and serving in a local government for five years.

Additional:

Amend the Constitution to remove the current requirement that amendments take place 10 days from the vote and replace it with the requirement that any proposed ballot amendment will include an implementation timeline/effective date.

The next steps are for staff to develop proposed ballot language, draft constitutional amendments, and an implementation schedule to be shared with the Board at your October meeting in Nashville. In addition, staff is amending the communication plan shared with the Board as part of the August agenda to reflect input from the Board and to fully utilize the Nashville Conference as a means to inform the membership of the upcoming ballot initiatives.