



**Board of Directors Meeting  
April 7, 2017**

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 Excellence and Inclusiveness in Local Government**

**Agenda**

**IHN Board of Directors**

**Veronica Briseño**  
*President*

**Vacant**  
*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*

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

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

1. Minutes for Board Meeting of January 6, 2017\*
2. Minutes/Board Retreat Notes of February 3-4, 2017\*
3. Minutes for Board Meeting of March 3, 2017\*
4. Board Meeting Attendance Report for 2016/17\*
5. Financial Report through March 31, 2017\*

**C. DISCUSSION/ACTION: Use of LGHN Logo by Chapters\***

**D. DISCUSSION/ACTION: Approve \$500 expenditure to Neon Rain to develop design standards for use of logo**

**E. ACTION: Board Commitments\***

**F. ACTION: Approve Nomination Committee recommendation to fill vacancy for President-Elect**

**G. Emerging Leaders Award Criteria and Process\***

**H. Committee Reports/Updates**

1. Appoint Co-Chairs or Vice-Chairs for Each Committee
2. Call for Volunteers\*
3. Work Plans
  - a) Executive Committee
    - i Set date for annual membership meeting
  - b) Communications
    - i Demo: Facebook Workplace as tool for member communication
    - ii Annual meeting online
  - c) Membership\*
    - i Update/Discussion on IHN Chapters
  - d) Programs
    - i Set cost for IHN dinner at ICMA – actual cost \$66.55 inclusive
  - e) Nominations\*
    - i Board nomination process – expressions of interest due April 14
    - ii ICMA committees
  - f) University Partnerships
  - g) Fund Development
  - h) Awards (separate committee for each)
    - i Civic Engagement Award
    - ii Emerging Leaders Award(s)
    - iii Joel D. Valdez Legacy Award

\*Supporting documents provided in board packet

**I. Information Items**

1. Website Tracking\*
2. IHN Conference Sessions at ICMA
  - a) Dealing with Immigration Issues: The Real Story and Lessons Learned
  - b) Believe It or Not, We've All Got Bias (with NFBPA)
  - c) Collaboration and Partnerships to Improve Diversity in University Programs (University Partnerships Committee)

**J. Future Board Meeting Agenda Items**

1. Relationship with IHN Chapters
2. Fundraising Status

**K. Adjournment & Future Meeting Dates**

1. Friday, May 5, 2017 – IHN Board Meeting
2. Friday, June 2, 2017 – IHN Board Meeting
3. Friday, June 9, 2017 – Annual Meeting (tentative)
4. Friday, July 7, 2017 – IHN Board Meeting
5. Friday, August 4, 2017 – IHN Board Meeting
6. Friday, September 1, 2017 – IHN Board Meeting
7. Friday, October 6, 2017 – IHN Board Meeting
8. October 22-25, 2017 – ICMA Conference, San Antonio, TX
9. Friday, November 2, 2017 – UHN Board Meeting
10. Friday, December 1, 2017 – IHN Board Meeting
11. Friday, January 5, 2018 – IHN Board Meeting
12. Friday/Saturday, February 2-3, 2018 – IHN Board Retreat (Location TBD)



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

**Board Members Present**

Manuel Esquibel, President-Elect  
Magda Gonzalez, Immediate Past President  
Rolando Fernandez, Vice President for Membership  
Carlos Baia, At Large Director  
Tommy Gonzalez, At Large Director  
Claudia Lujan, At Large Director  
Patricia E. Martel, Past ICMA Board Member  
David Mora, ICMA Staff Liaison  
Rod Alcazar, ICMA-RC Liaison

**Board Members Absent**

Veronica Briseño, President  
Maria Hurtado, Vice President for Programs  
Yocelyn Galiano, At Large Director  
Raymond Gonzales, At Large Director  
Ramiro Inguanzo, At Large Director  
Daro Mott, At Large Director

**Others Present**

Karen Davis, Executive Director

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

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

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

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

*Magda Gonzalez moved approval of the consent agenda; Pat Martel seconded the motion; the motion was approved unanimously.*

**C. ACTION: Donation to the scholarship fund at the University of North Carolina MPA Program honoring Tom Lundy, retired County Manager, Catawba County, N. C.**

*Tom Lundy was ICMA executive board liaison to the IHN board and a long time supporter of IHN during difficult times with ICMA. The North Carolina City/County Management Association started the scholarship as a retirement gift. The board agreed to donate \$1,500 to the scholarship fund. The board also agreed to showcase the donation opportunity on the IHN website. Rolando Fernandez moved approval; Pat Martel seconded the motion; the motion was approved unanimously.*

**D. Democracy at the Doorstep: Stories of Resilience and Leadership**

*Karen Davis presented the information on the third edition of “Democracy at the Doorstep” which is focusing on stories of resilience and leadership. Pat Martel said that she is doing the forward for the book. This is the first year that potential authors are asked to contribute financially to be in the book, which was not known fore the call for stories went out. Dave Mora suggested that IHN consider if/who would best represent IHN if IHN were to pay the costs for the article. Tommy Gonzalez agreed that the story should include why IHN feels it is important to contribute to the book. Carlos Baia moved sending the decision to the executive committee; Pat Martel seconded the motion; the motion was approved unanimously.*

**E. 2017 Retreat – February 3-4, 2017 in San Antonio, TX**

*The board added the following to the proposed agenda:*

- *Review of 2016 accomplishments*
- *Work plan for NFBPA affiliate agreement*
- *Work plan for ICMA affiliate agreement*
- *Summarize/revisit value statement from 2016 retreat*

**F. Information Items**

*No report.*

**G. Future Board Meeting Agenda Items**

*No reports.*



**Board of Directors Retreat  
February 3-4, 2017  
San Antonio, TX**

**MINUTES**

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

**Board Members Present – February 3**

Veronica Briseño, President  
Magda Gonzalez, Immediate Past President  
Rolando Fernandez, Vice President for Membership  
Maria Hurtado, Vice President for Programs  
Carlos Baia, ICMA Board Liaison  
Claudia Lujan, At Large Director  
Daro Mott, At Large Director  
David Mora, ICMA Staff Liaison  
Rod Alcazar, ICMA-RC Liaison

**Others Present**

Karen Davis, Executive Director  
Rita Ossolinski, ICMA

**Board Members Present – February 4**

Veronica Briseño, President  
Magda Gonzalez, Immediate Past President  
Rolando Fernandez, Vice President for Membership  
Maria Hurtado, Vice President for Programs  
Carlos Baia, ICMA Board Liaison  
Raymond Gonzales, At Large Director  
Claudia Lujan, At Large Director  
David Mora, ICMA Staff Liaison  
Rod Alcazar, ICMA-RC Liaison

**Others Present**

Karen Davis, Executive Director  
Michael Trimble, AHLN  
Rita Ossolinski, ICMA

**A. Review 2016 Accomplishments**

*The board reviewed the preliminary list of accomplishments and added activities. The information will be put into a two-page annual report/year in review format. The report will be sent to IHN members, new ICMA members (along with IHN member application), etc.*

**B. Branding**

*The board reviewed the board tally of preferred names and tag lines. Board members were asked to identify their top three names and tag lines. Local Government Hispanic Network led with 10 votes, followed by Hispanic Local Government Professionals with five votes. Three tag lines received three votes each - ...Insights. Influence. Inclusivity; Networking Insights, Influence and Opportunities; and Advancing Excellence and Inclusiveness in Local Government (the current tag line which was approved in 2016). Claudia Lujan moved approval of changing the name to Local Government Hispanic Network and retaining the current tag line; Carlos Baia seconded the motion; the motion was approved unanimously.*

*Ray Gonzales asked the board to permit purchase of the LGHN.org, which is currently available. Carlos Baia moved approval of the purchase, Rolando Fernandez seconded the motion; the motion was approved unanimously.*

*Ray Gonzales presented five options for a new logo based on the acronym LGHN. The board concurred with option #3 (woven design) network/engagement, stating that it represented inclusiveness and unification. Ray Gonzales moved approval, Carlos Baia seconded the motion; the motion was approved unanimously.*

*Maria Hurtado asked the Communications Committee to provide key talking points on the reasons for the change. Ray Gonzales and Karen Davis explained that the rollout would take several months, with*

*the first step being to identify all the changes that will be required. The board decided that the rollout would be at the ICMA conference in San Antonio in October. All committees should incorporate the change into their work plans.*

*Rolando Fernandez asked that board members receive business cards with the new name and logo and the board concurred.*

#### **C. Committee 2017 Work Plans**

*Notes for each committee work plan are attached. The board agreed to appoint co-chairs or vice-chairs for each committee to increase board participation.*

#### **D. IHN Board Member Commitments/Expectations**

*In addition to paying annual board dues (may be included in local government membership). board member's jurisdiction join as a local government member and serving as a Madrina/Padrino, the board recommended adding attendance at meetings 80% of the time, attendance at annual retreat, chair or actively participate in IHN committees (add co-chairs to each committee), actively recruit new IHN members from board member's region and at conferences and regional events, participate in regional events and assist with conference planning/attend conferences in proximity to board member's region. A form will be prepared for current and potential board members to sign. The board recognizes that conflicts may arise and board members may need to be excused from occasional meetings and events.*

#### **E. IHN Conference Contract/Procedures/Lessons Learned**

*The board reviewed the contract template and recommended adding a requirement for "platicas" at each conference (and regional events). IHN will provide the template to the planning committee. They also added a recommendation for a two-day conference, preferably on Thursday and Friday. In Austin, the Saturday afternoon sessions were not as well attended as those on Friday. They also recommended that sessions end earlier in the day (e.g., 4:00). The board concurred with promoting biannual rather than annual conferences and asked staff to prepare a two-year budget showing the increase cost in the years a conference is held. The conference budget should cover the increased costs. Phoenix is proposing a conference October 25-26, November 1-2 or 8-9, 2018. The board expressed a preference for dates farther from the ICMA conference and the elections. The priority dates are mid/late January or November 8-9. The board left the final decision to the Phoenix planning committee.*

#### **F. NFBPA Affiliate Agreement**

*This item was not discussed. NFBPA representatives were unable to attend.*

#### **G. ICMA Affiliate Agreement**

*The previous goal of having joint ICMA and IHN membership applications is not doable because of accounting concerns. However, IHN will prepare a two-page "year in review" that will be included in ICMA new member packets along with an IHN membership application. IHN will work with ICMA and NFBPA to create and maintain a database of people of color who are city/county managers (and potentially assistants). IHN will continue to provide information for the ICMA newsletter and PM Magazine. A mid-year check on progress will be scheduled.*

#### **H. Arizona Travel Bans**

*The board reviewed the white paper prepared by the Phoenix staff and expressed concerns about whether City Councils would agree to lift bans because the law is technically on the books, and the provisions were struck down through legal actions and agreements. However, the board agreed to support the City, given that the Phoenix area is unable to revoke the legislation unilaterally. The board recommended that the lifting of travel bans be lifted from the political angle, working with Phoenix to encourage conversations between Mayors. Austin may be the first "test" of actions resulting from a conversation. If that is successful, the information can be publicized to draw attention to the issue.*



**Board of Directors Meeting  
March 3, 2017**

**MINUTES**

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

**Board Members Present**

Veronica Briseño, President  
Rolando Fernandez, Vice President for Membership  
Maria Hurtado, Vice President for Programs  
Raymond Gonzales, At Large Director  
Claudia Lujan, At Large Director  
David Mora, ICMA Staff Liaison  
Rod Alcazar, ICMA-RC Liaison

**Board Members Absent**

Magda Gonzalez, Immediate Past President  
Carlos Baia, At Large Director  
Tommy Gonzalez, At Large Director  
Yocelyn Galiano, At Large Director  
Ramiro Inguanzo, At Large Director  
Daro Mott, At Large Director  
Patricia E. Martel, Past ICMA Board Member

**Others Present**

Karen Davis, Executive Director

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

*Roll call was conducted and six voting members were present, a quorum was not established.*

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

1. Minutes for Board Meeting of January 6, 2017
2. Minutes/Board Retreat Notes of February 3-4, 2017
3. Board Meeting Attendance Report for 2016/17
4. Financial Report through February 28, 2017

*Action was deferred due to lack of a quorum.*

**C. DISCUSSION/ACTION: Use of LGHN Logo by Chapters**

*The board referred discussion to the Communications Committee and the Membership Committee (feedback from the Austin and Phoenix chapters). The item will be brought back at the April board meeting with e commendations from the committees.*

**D. ACTION: Board Commitments**

*Action was deferred due to lack of a quorum.*

**E. ACTION: Maintenance Contract with Neon Rain**

*Action was referred to the Executive Committee for approval. Subsequently, a quorum was not present at the committee meeting. Karen Davis submitted the issue to the full board for electronic vote. The item was approved by a majority of board members.*

**F. Committee Reports/Updates (work plans attached)**

1. Executive Committee
2. Communications
3. Membership
4. Programs

5. Nominations
6. University Partnerships
7. Fund Development
8. Awards (separate committee for each)
  - a) Civic Engagement Award
  - b) Emerging Leaders Award(s)
  - c) Joel D. Valdez Legacy Award
9. Appoint co-chairs for each committee

*Karen Davis reported that the approved committee work plans are in the packet. An email will be sent to the board prior to the April meeting asking for volunteers/expressions of interest for committee co-chairs/vice chairs and/or recommendations for selecting from the IHN membership.*

**G. Information Items**

1. 2016 Accomplishments/Annual Report
2. Website Tracking

*Karen Davis reported that the 2016 accomplishments and website information is in the packet. The website statistics show increased statistics over the same period 2016.*

## 2016-2017 IHN Board of Directors Board Meeting Attendance

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 Briseño	Present		Present	Present	Present	Present	Present	Present	Present	Present	Present		Present
Manuel Esquibel	Present		Present	Present	Absent	Absent	Present	Present	Present	Absent	Present		Present
Magda Gonzalez	Present		Present	Absent	Present	Present	Present	Present	Absent	Present	Present		Present
Maria Hurtado	Absent		Present	Absent	Absent	Present	Present	Present	Present	Present	Absent		Present
Rolando Fernandez	Present		Present	Present	Present	Present	Absent	Present	Present	Present	Present		Present
Carlos Baia	Present		Absent	Present	Present	Absent	Present	Absent	Present	Absent	Absent		Absent
Yocelyn Galiano	Present		Absent	Present	Absent	Present	Absent	Present	Present	Present	Present		Absent
Raymond Gonzales	Present		Absent	Absent	Present	Present	Absent	Present	Present	Present	Present		Present
Tommy Gonzalez	Absent		Absent	Absent	Absent	Absent	Absent	Present	Present	Present	Present		Present
Ramiro Inguanzo	Present		Present	Present	Absent	Present	Absent	Absent	Absent	Present	Absent		Absent
Claudia Lujan	Absent		Present	Absent	Absent	Absent	Present	Absent	Present	Present	Present		Absent
Pat Martel	Absent		Absent	Absent	Absent	Absent	Present	Absent	Absent	Present	Absent		Absent
Daro Mott	Present		Present	Present	Present	Present	Present	Present	Present	Absent	Present		Absent

Name	Jan 2017	Feb 2017*	Mar 2017	April 2017	May 2017	June 1 2017	Annual Mtg. 2017	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017
Veronica Briseño	Absent	Present	Present										
Manuel Esquibel	Present	Absent											
Magda Gonzalez	Present	Present	Absent										
Maria Hurtado	Absent	Present	Present										
Rolando Fernandez	Present	Present	Present										
Carlos Baia	Present	Present	Absent										
Yocelyn Galiano	Absent	Absent	Absent										
Raymond Gonzales	Absent	Present	Present										
Tommy Gonzalez	Present	Absent	Absent										
Ramiro Inguanzo	Absent	Absent	Present										
Claudia Lujan	Present	Present	Present										
Pat Martel	Present	Absent	Absent										
Daro Mott	Absent	Absent	Absent										

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

\*Attendance for Saturday, February 4 when board actions were taken. A quorum was present.

04/05/17  
Cash Basis

**International Hispanic Network**  
**Profit & Loss**  
January through March 2017  
Jan - Mar 17

Ordinary Income/Expense

Income

46400 · Other Types of Income  
    46410 · Advertising Sales 1,780.50  
Total 46400 · Other Types of Income 1,780.50

47200 · Program Income  
    47230 · Membership Dues 17,345.30  
    47250 · Conference Registration 375.00  
    47260 · Conference Sponsorship 4,955.40  
Total 47200 · Program Income 22,675.70

Total Income 24,456.20

Expense

60900 · Business Expenses  
    60920 · Business Registration Fees 1.03  
    60960 · PayPal Fees 200.30  
Total 60900 · Business Expenses 201.33

62100 · Contract Services  
    62150 · Outside Contract Services 13,754.82  
Total 62100 · Contract Services 13,754.82

65000 · Operations  
    65020 · Postage, Mailing Service 19.60  
    65030 · Printing and Copying 75.00  
    65050 · Telephone, Telecommunications 140.90  
    65060 · Website 307.40  
Total 65000 · Operations 542.90

65100 · Other Types of Expenses  
    65190 · Special Projects 1,000.00  
    65120 · Insurance - Liability, D and O 816.00  
Total 65100 · Other Types of Expenses 1,816.00

68300 · Travel and Meetings  
    68310 · Conference, Convention, Meeting 393.60  
Total 68300 · Travel and Meetings 393.60

Total Expense 16,708.65

Net Ordinary Income 7,747.55

Net Income 7,747.55

bank balance as of 3/31/17 \$75,535.81



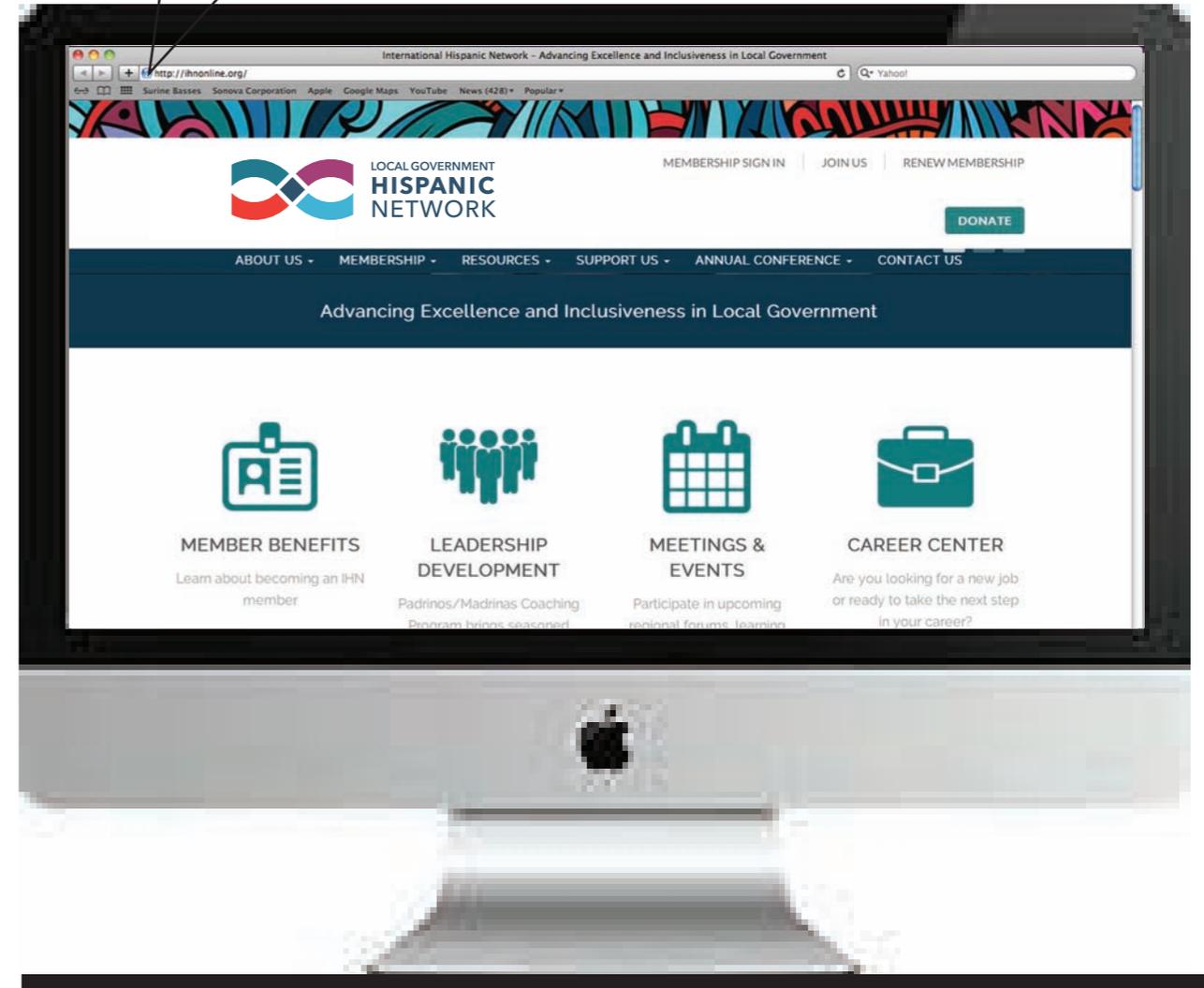
LOCAL GOVERNMENT  
**HISPANIC**  
NETWORK



**Julie CT Hernandez**  
Executive Director

**Local Government Hispanic Network**  
2107 N. First Street, Suite 470  
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www.LGHN.org

*Advancing Excellence and Inclusiveness in Local Government*



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LOCAL GOVERNMENT  
**HISPANIC  
NETWORK**

- Encourage professional excellence among Hispanic/Latino local government administrators
- Improve the management of local government
- Provide unique resources to Hispanic local government executives and public managers
- Advance the goals of professional, effective and ethical local government administration

*Advancing Excellence and Inclusiveness in Local Government*

WWWLGHN.ORG





## IHN Board Member Agreement

By my signature below, I agree to be an active and productive member of the IHN Board of Directors.

### As part of my responsibilities as a board member:

- *I will be an ambassador of good will for IHN and I will promote IHN's values and programs to the community, the region and nationally. I will promote networking among Hispanic/Latino local government officials and those local government officials working in communities with significant Hispanic/Latino populations*
- *I will attend board meetings, including the board retreat, at least 75% of the time.*
- *I will actively chair, co-chair and/or participate in established and special committees.*
- *I will serve as a coach for the Madrina/Padrino program.*
- *I will pay annual board dues of \$250 or through local government membership for my organization (\$750 for small local governments; \$1,500 for large local governments). I will encourage my local government to be a local government member of IHN.*
- *I will actively recruit new members from my region, at conferences and at regional meetings.*
- *I will pay board dues within 30 days. I understand my membership and service on the board will be suspended if dues are not paid within 90 days per the IHN bylaws.*
- *I will actively participate in Network events and activities and participate in regional events.*
- *I will assist with conference planning and planning regional workshops/seminars.*
- *I will represent IHN at conferences in proximity to my region.*

### IHN will be responsible to me by:

- *Providing board member orientation prior to serving on the board.*
- *Providing board meeting packets/information at least two days prior to a scheduled board meeting.*
- *Responding to questions I have about the organization, procedures and activities. I can request a meeting with board members or staff regarding my questions and concerns.*
- *If IHN does not fulfill its commitments to me, I can call on the board president and executive director to discuss these responsibilities.*

Signed:

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Member, Board of Directors

Date

---

President, Board of Directors

Date

## Emerging Leaders Award

Committee Members:

- Maria Hurtado
- Claudia Lujan
- Ramiro Inguanzo
- Daro Mott

### Award Purpose/Goals

The International Hispanic Network wants to recognize individuals who are emerging leaders in local government and who demonstrate professional excellence and leadership skills in their organization and their community. IHN's goal is to identify and support professionals who have the ability to rise to leadership positions in local government and have demonstrated an interest in improving minority and/or disadvantaged communities.

### Nomination Criteria

*Who is eligible for nomination?* Early or mid-career professionals, including anyone who has transitioned to local government service from another field, and has shown mobility in his or her career. The nominee should also demonstrate active and sustained engagement in IHN. Current board members are not eligible for the award.

Although not required, it is desirable that the applicant be able to attend the ICMA conference and the IHN dinner in San Antonio to receive the award. If unable to attend, IHN will work with the individual to have a presence for presentation of the award.

*Who may nominate?* It is not required that the nominator be a member of IHN. IHN will also distribute information to affiliate organizations and request submissions from non-members.

### Timeline:

April 28, 2017: Issue call for submittals

June 30, 2017: Deadline for submissions

July 2017: Selection committee review of submittals; recommendations to the IHN Board of Directors at the July 2017 Board Meeting

July 2017: Notify individual(s) selected for the award(s)

October 22, 2017: Recognize individuals at the IHN dinner in San Antonio, TX

Awards should be submitted electronically to:

**Kdavis@IHNonline.org**

## Emerging Leaders Award Nomination Form

Nominee Name:

Title:

Organization:

Address:

City:

State:

Zip Code:

Telephone:

Email:

Nominee is an IHN member:

Who should be contacted regarding the nomination?

Nominator name:

Telephone:

Email:

### **Descriptive narrative:**

Description of nominee's career (positions held).

How does the nominee's career path demonstrate a commitment to the local government profession and building leadership capacity?

How has the nominee demonstrated leadership in the nominee's organization and or community?

Describe the nominee's participation in regional, state and national management associations, including IHN.

What other personal or professional characteristics would distinguish the nominee as an "emerging leader?"

---

Signature

---

Nominee's Supervisor Signature

## IHN CALL FOR VOLUNTEERS TO SERVE ON COMMITTEES

IHN is seeking volunteers to serve on committees that focus on activities that further the IHN mission. Any IHN member may serve on a committee. Committees provide networking opportunities, skill development that enhances experience and opportunity to serve on the IHN board of directors, and the opportunity to work in other ICMA affiliates including NFBPA, Women Leading Government, etc.

Call for volunteers: April 17 – May 19

How to apply: TBD (through website)

**Program Committee:** The Vice President for Programs chairs the committee. The committee provides for professional development, including support in the development of regional/national events and workshops; provides support to the Communications Committee to provide access to resources on the IHN website; currently working on enhancements to the IHN Madrinhas/Padrinos coaching program; develops conference sessions for presentation at the ICMA, National Forum for Black Public Administrators (NFBPA) and other national conferences; currently developing professional development webinars with NFBPA; and plans the annual dinner at the ICMA conference.

**Membership Committee:** The Vice President for Membership chairs the committee. The committee develops an annual strategy for individual and institutional membership recruitment and renewals; currently developing a process for creating formal IHN chapters; creating a strategy to expand the number of IHN chapters in all regions; and recommends annual dues structure to the IHN Board of Directors.

**Communications Committee:** The committee promotes the organization through various outreach efforts, including social media, internet and printed publications; assists with the development of promotional brochures and other media to market IHN; prepares routine communications to the membership; monitors and updates website with current information; works with other committees to develop enhancements to the website; and coordinates articles for ICMA newsletter and PM Magazine and other national publications.

**Fund Development Committee:** The Immediate Past President chairs the committee. The committee assists with formulating and implementing organizational income strategies to support regional events; national conferences and events, including the annual dinner at the ICMA conference; scholarships/stipends to assist young professionals attend regional and national events; and IHN operations.

**Nominations Committee:** The Immediate Past President or appointee of the IHN President chairs the committee. The committee initiates the annual nomination and election process; identifies and prepares potential candidates for the IHN and ICMA boards; assists potential candidates with preparing to serve on the IHN and ICMA boards; submits the slate of officers to the board; and recommends candidates to fill vacancies that occur during the year.

**University Partnerships:** The President appoints the chair of the committee. The committee is comprised of practitioners and academics. The committee is developing strategies to increase the number of practitioners in the classroom and to increase the number of people of color in the local government profession. In 2017, the committee is preparing a panel discussion to be presented at the NASPAA conference October 10-13 and the ICMA conference October 22-25. Future presentations will include ASPA and NFBPA. The committee is also working with NFBPA to identify mutual issues for research in partnership with universities; identifying IHN members to serve as liaisons to ICMA university chapters; and developing strategies to link students to the IHN Madrinhas/Padrinos coaching program.

## COMMITTEES NOT ON THE CALL FOR VOLUNTEERS

**Executive Committee:** The committee is comprised of the IHN President, President-Elect, Immediate Past President, Vice President for Programs, and Vice President for Membership. The committee publically represents IHN positions and determines positions requiring timely responses; acts on issues of an emergency nature.

**Leadership Council:** Emeritus members, board appointed members (e.g., past presidents, retired local government managers and professionals) are eligible to serve on the Council. The Council provides historical perspective and overall guidance to the Board of Directors.

**Joel D. Valdez Legacy Award:** The Award is given to a local government manager who is retired from the profession, has a minimum of 25 years of local government experience, and made an outstanding contribution to furthering Hispanics in the local government management profession. The committee selects an annual recipient for the award. The founding members of IHN established the award.

**Civic Engagement Award:** The award recognizes individuals and organizations that demonstrate insightful and sustained change in their communities through inclusive civic engagement practices. The goal is to identify best practices for civic engagement in local governments.

**Emerging Leaders Award:** The award recognizes individuals who are emerging leaders in local government and who demonstrate professional excellence and leadership skills in their organization and their community. The goal is to identify and support professionals who have the ability to rise to leadership positions in local government.

## Benefits of IHN Membership

Individual Membership	Local Government Membership	Chapter Membership
Networking	Networking	Networking
Host/co-sponsor regional events	Host/co-sponsor regional events	Host/co-sponsor regional events
Reduced rates at regional events and biannual conference	Reduced rates at regional events and biannual conference	Reduced rates at regional events and biannual conference
	Event planning assistance	Event planning assistance
Access to online training	Access to online training	Access to online training
Madrinas/Padrinos Coaching	Madrinas/Padrinos Coaching	Madrinas/Padrinos Coaching
Access to civic engagement best practices	Access to civic engagement best practices	Access to civic engagement best practices
Routine communications/announcements	Routine communications/announcements	Routine communications/announcements
Links to other professional associations' events	Links to other professional associations' events	Links to other professional associations' events
	7 or 15 designated members from local governments	Unlimited designated chapter members (must sign up) also members of IHN through chapter membership
		Use of IHN tax exempt status
Access to IHN database	Access to IHN database	Access to IHN database
		Fiscal support (optional)
		Host chapter website (optional) and/or access to chapter site
		Fundraising support
		Chapter recognition in brochures
	Unlimited job postings	Unlimited job postings (required local government base membership fee)
		Use of logo (or variation) TBD

## Dues Structure Options

- 1) Single organization chapter fees (in addition to local government membership fees) based on number of chapter members (baseline of \$10 per person at the upper end of each category)

### Option 1

Up to 50 members	\$500
51-150 members	\$1,500
More than 151 members	\$2,500

### Option 2

Up to 50 members	\$500
51-100 members	\$1,000
100-150 members	\$1,500
151-200 members	\$2,000
More than 201 members	\$2,500

### Option 3

Small LG/Chapter Membership	\$1,500
Large LG/Chapter Membership	\$3,000

- 2) Regional chapter fees

Option 1: Assumes one or more local government member (\$700 or \$1,500); for chapters with regional memberships, local governments who are not local government members would not get unlimited job postings.

Up to 50 members	\$500
51-100 members	\$1,000
100-150 members	\$1,500
151-200 members	\$2,000
More than 201 members	\$2,500

Option 2: Assumes no local government memberships.

Up to 50 members	\$750
51-100 members	\$1,500
100-150 members	\$2,000
151-200 members	\$2,500
More than 201 members	\$3,000

## Working Timeline

April 7, 2017: IHN board input/review of benefits and dues structure

April 12, 2017: Membership Committee review of chapter agreement and dues structure (amounts to be finalized in October/November as part of overall review of dues); finalize for board review

May 5, 2017: IHN board review/approval of chapter agreement and dues structure

June 2, 2017: IHN board approval of agreements with Austin and Phoenix (dues will be implemented in 2018)

July - November:

- Review and refine agreement as necessary
- Develop marketing strategy and timeline

## 2017 Nominations Committee Work Plan

1. In 2017, there are 5 vacancies/re-election positions to be filled. The nominations committee will assist with identifying potential candidates and advertising openings to solicit candidates from the membership.

2017 IHN Board Nomination Process	Mar.	Apr.	May	June	Comments
Confirm vacancies	3				
Email members re: interest & recommendations	10				30 days required
Close member submittals		14			35days
Identify potential candidates		21			
Select nominees		21			
IHN Board Approval			5		
Issue ballots			5		15 days minimum, 30 days before annual meeting required
Close ballots				2	28 days
Annual Meeting				9	35 days

2. The committee will assist in identifying and reaching out to IHN members to serve on ICMA committees.

2017 ICMA Committees Work Plan Item	Mar.	Apr.	May	June	Comments
Identify IHN members for ICMA committees	3				Opens in March (specific dates not available)
Email IHN members - ask to apply	3				
Email blast to all IHN members - reminder	24	7			
Send reminder to members to apply		7			
Deadline		TBD			

3. The committee will identify potential candidates for the ICMA executive board, assist with the submittal process and with obtaining letters of support.

2017 ICMA Board Nomination Process	Sept.	Oct.	Nov.	Dec.	Comments
Review rotation status. Send notice requesting expressions of interest	X				
Assist potential candidates with application process		X	X		
Solicit and prepare letters of support		X	X		
Deadline				X	

### Retreat:

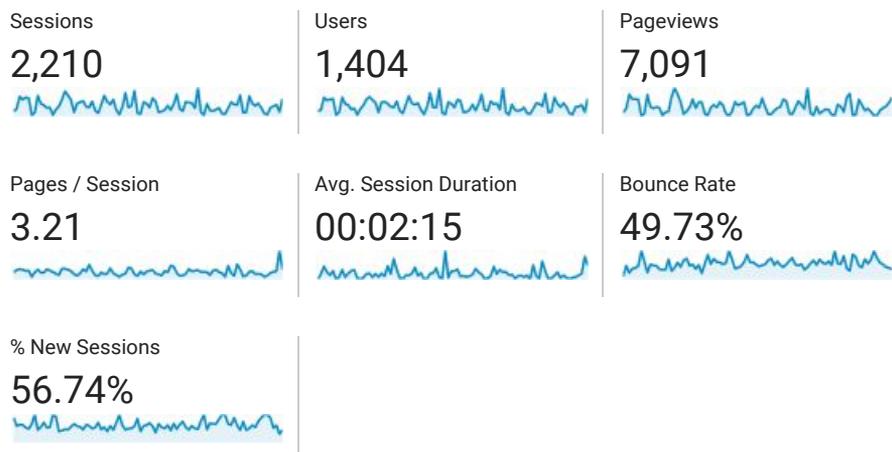
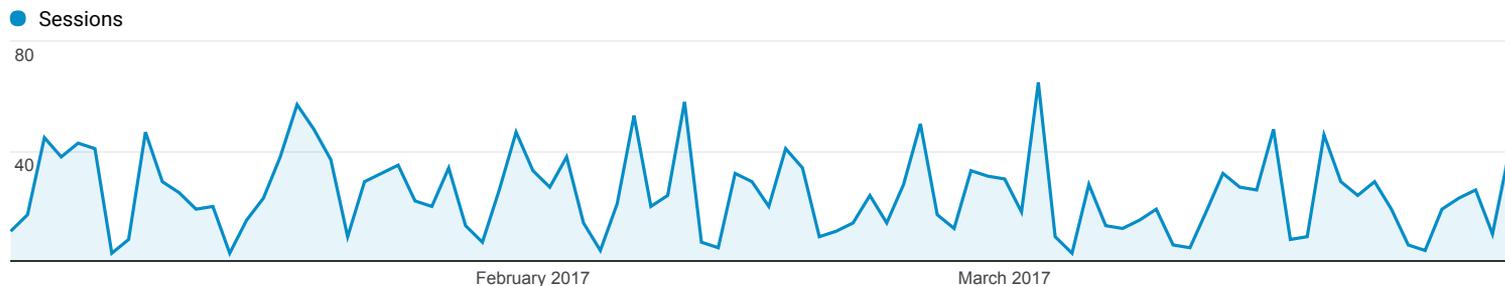
- Discuss how to keep historical perspective on the board
- Develop a plan for recruiting

Jan 1, 2017 - Mar 31, 2017

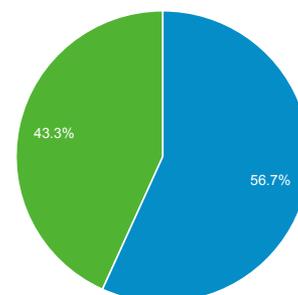
## Audience Overview

All Users  
100.00% Sessions

### Overview



■ New Visitor ■ Returning Visitor



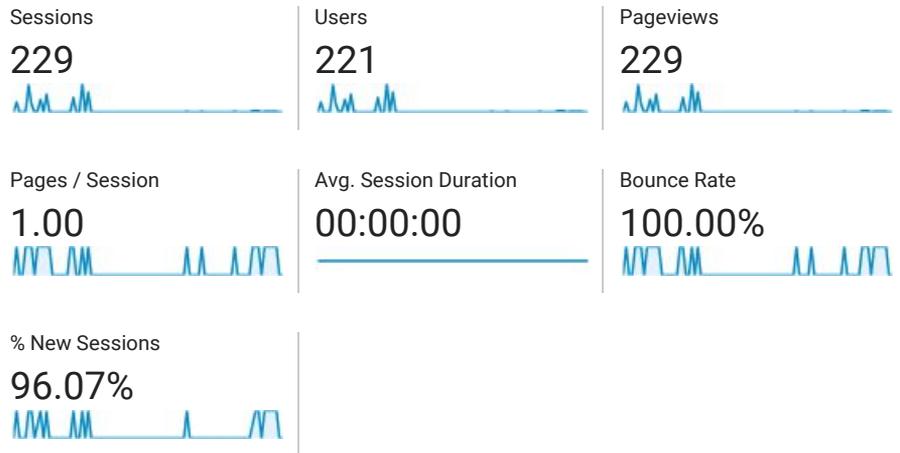
Language	Sessions	% Sessions
1. en-us	2,107	95.34%
2. (not set)	43	1.95%
3. en-gb	23	1.04%
4. c	6	0.27%
5. es	5	0.23%
6. es-419	4	0.18%
7. it-it	4	0.18%
8. ar	2	0.09%
9. en-ca	2	0.09%
10. es-es	2	0.09%

Jan 1, 2016 - Mar 31, 2016

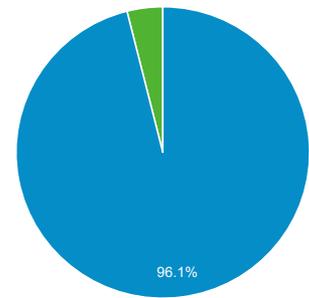
## Audience Overview

All Users  
100.00% Sessions

### Overview



■ New Visitor ■ Returning Visitor



Language	Sessions	% Sessions
1. (not set)	214	93.45%
2. en-us	9	3.93%
3. en	5	2.18%
4. ru	1	0.44%