



**Board of Directors Meeting  
September 1, 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

**Advancing Excellence and Inclusiveness in Local Government**

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

**Agenda**

**IHN Board of Directors**

**Veronica Briseño**  
*President*

**Rolando Fernandez**  
*President-Elect*

**Magda Gonzalez**  
*Immediate  
Past President*

**Raymond Gonzales**  
*Vice President  
for Membership*

**Maria Hurtado**  
*Vice President  
for Programs*

**At Large Directors**

**Carlos Baia**  
*ICMA Board Liaison*

**Tommy Gonzalez**

**Bob Harrison**

**Ramiro Inguanzo**

**Claudia Lujan**

**Daro Mott**

**Samantha Tavares**

**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 August 4, 2017\*
2. Board Meeting Attendance Report for 2016/17\*
3. Financial Report through August 29, 2017\*

**C. INFORMATION: ICMA Conference Activities**

1. Saturday, October 21, 7:00 PM: ICMA Leadership Reception and Dinner (by invitation)
2. Sunday, October 22, AM: ICMA Committee Meetings
3. Sunday, October 22, 6:30 PM: LGHN Reception and Dinner
4. Sunday, October 22, 9:00 PM: ELGL Reception
5. Monday, October 23, 7:00 AM: NFBPA Breakfast
6. Monday, October 23, 9:45 AM: Believe It or Not, We’ve All Got Bias
7. Monday, October 23, 2:30 PM: Dealing with Immigration Issues
8. Tuesday, October 24, 4:45 PM: ICMA Meeting (Executive Committee/ICMA Board Members)
9. TBD: LGHN Chapters Meeting
10. TBD: LGHN Booth Schedule

**D. UPDATE/DISCUSSION: IHN Dinner**

1. Program\*
2. Fundraising
3. Comps/Special Invitations

**E. 2018 IHN Retreat: Miami/Dade County**

**F. Committee Reports/Updates**

1. Executive Committee
2. Communications
3. Membership
4. Programs
5. Nominations
6. University Partnerships
7. Fund Development
8. Awards
  - a) Civic Engagement Award
  - b) Emerging Leaders Award
  - c) Joel D. Valdez Legacy Award

\*Supporting documents provided in board packet

**G. Future Board Meeting Agenda Items**

1. Website Tracking (Quartely)
2. Fundraising Status

**H. Adjournment & Future Meeting Dates**

1. Friday, September 1, 2017 – IHN Board Meeting
2. Friday, October 6, 2017 – IHN Board Meeting
3. October 22-25, 2017 – ICMA Conference, San Antonio, TX
4. Friday, November 2, 2017 – IHN Board Meeting
5. Friday, December 1, 2017 – IHN Board Meeting
6. Friday, January 5, 2018 – IHN Board Meeting
7. Friday/Saturday, Late February, 2018 – IHN Board Retreat, Miami/Dade County



**Board of Directors Meeting  
August 4, 2017**

**MINUTES**

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

**Board Members Present**

Veronica Briseño, President  
Rolando Fernandez, President-Elect  
Maria Hurtado, Vice President for Programs  
Carlos Baia, At Large Director  
Tommy Gonzalez, At Large Director  
Bob Harrison, At Large Director  
Ramiro Inguanzo, At Large Director  
Samantha Tavares

**Board Members Absent**

Magda Gonzalez, Immediate Past President  
Raymond Gonzales, Vice President for Membership  
Claudia Lujan, At Large Director  
Daro Mott, At Large Director  
Patricia E. Martel, Past ICMA Board Member

**Others Present**

Karen Davis, Executive Director  
David Mora, ICMA Staff Liaison  
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 July 7, 2017
2. Board Meeting Attendance Report for 2016/17
3. Financial Report through July 31, 2017

*Bob Harrison moved approval of the consent agenda; Maria Hurtado seconded the motion; the motion was approved unanimously.*

**C. UPDATE: Civic Engagement Award**

*The City of Half Moon Bay (pop. 11,300) submittal for “NET Community Academy” and the City of Hayward (pop. 149,205) submittal for the Hayward Antidiscrimination Action Plan were approved by the board by email vote. The Board congratulated Claudia Lujan for her leadership as chair of the award committee.*

**D. UPDATE: Emerging Leaders Award & Scholarship**

*Laura Cruz-Acosta, Executive Assistant to the City Manager, El Paso, TX was approved by the board by email vote for the 2017 emerging leader award and scholarship. She will receive a scholarship for the ICMA conference registration and \$1,000 stipend from IHN to attend the conference and receive her award.*

*Rolando Fernandez had offered his comp registration to ICMA for a second award if necessary. The committee determined that only one award would be given this year so the question arose of what was to be done with the second comp registration. Rolando stated he wanted to make sure Phoenix is well represented at the IHN dinner in San Antonio to promote the LGHN Biannual Conference October 25-27, 2018. If not needed to assist Phoenix staff, then the registration will be offered to the general membership. A special invitation to the dinner will be sent to the City Manager and Assistant City Manager. Phoenix will have a video as part of their presentation.*

**E. ACTION: Membership in American Society of Association Executives**

*Karen Davis placed this tem on the agenda for board consideration based on a recommendation from NFBPA Executive Director Marcia Conner. ASAE is a resource for information sharing on issues such as policy development, procedures and management of programs such as the new IHN chapters. For \$395 per year, two staff can be members. For IHN, Karen Davis and Jeri Beckstedt will be members. Rolando Fernandez requested that a report of benefits be provided as part of the budget process before renewing membership in 2018. Rolando Fernandez moved approval of the membership; Carlos Baia seconded the motion. The motion was approved unanimously.*

**F. Committee Reports/Updates/Committee Chairs/Vice Chairs**

*Karen Davis provided updates for the following committees:*

- 1. Communications: The committee is making structural changes to the website as part of the update with the new name and logo. Features such as events, communications and partnerships (sponsors) will be more prominent. It is intended to make the site more descriptive.*
- 2. Membership: The committee is updating the membership brochure to make it less “wordy” and more visual. The membership and coaching brochures will need to be reprinted before the ICMA conference. The next priority for the membership committee will be to address the dues structure and make recommendations for the 2018 budget. Chapter dues will be added.*
- 3. Program: In the San Francisco Bay Area, a one-day seminar will be held on September 22. The Colorado regional event is postponed.*
- 4. University Partnerships: The committee is working with ICMA on developing a “white paper” on best practices for using practitioners as university speakers and professors. The intent is to work with ICMA university chapter(s) to research practices and create a guide.*
- 5. Fund Development: The committee is setting up a meeting to finalize the strategy for raising funds to support the IHN dinner. Frances Gonzalez and Dave Mora are heading up an effort to raise fund for scholarships to assist emerging leaders attend national training and conference events. Frances received \$1,000 from IMCA-RC for serving on the bard and the funds are providing seed money for the scholarships. Karen Davis has met with Cigna who wants to be a iHN partner. The partnership will start in 2018. The committee will continue to explore the partnership. Cigna is also interested in being involved in activities in Phoenix, El Paso and South Florida. Tobin Hawkins from Cigna serves as co-chair with Regina Hargraves (ICMA-RC) to raise funds for NFBPA. Rod Alcazar agreed to get more information from Regina on how this works. Tobin has agreed to assist IHN in setting up a similar committee.*

**G. Future Board Meeting Agenda Items**

- 1. Website Tracking – quarterly*
- 2. Fundraising Status*

**H. Other**

*Marketing Materials: Rolando Fernandez asked about the status of the new marketing materials. Karen Davis said that she is working with Ray Gonzales to get specifications to produce the materials.*

## 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 2017	Annual Mtg. 2017	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017
Veronica Briseño	Absent	Present	Present	Present	Present	Present	Present	Present	Present				
Manuel Esquibel	Present	Absent											
Magda Gonzalez	Present	Present	Absent	Present	Present	Present	Absent	Present	Absent				
Maria Hurtado	Absent	Present	Present	Present	Present	Present	Absent	Present	Present				
Rolando Fernandez	Present	Present	Present	Absent	Present	Present	Present	Present	Present				
Carlos Baia	Present	Present	Absent	Absent	Present	Present	Present	Present	Present				
Yocelyn Galiano	Absent	Absent	Absent	Absent	Absent	Absent							
Raymond Gonzales	Absent	Present	Present	Present	Present	Absent	Present	Absent	Absent				
Tommy Gonzalez	Present	Absent	Absent	Present	Absent	Absent	Present	Present	Present				
Bob Harrison							Present	Absent	Present				
Ramiro Inguanzo	Absent	Absent	Present	Absent	Present	Absent	Absent	Present	Present				
Claudia Lujan	Present	Present	Present	Present	Present	Present	Present	Present	Absent				
Pat Martel	Present	Absent	Absent	Present	Absent	Absent	Absent	Present	Absent				
Daro Mott	Absent	Absent	Absent	Present	Present	Present	Present	Present	Absent				
Samantha Tavares							Present	Present	Present				

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.

International Hispanic Network  
Profit & Loss  
January 1 through August 29, 2017

	<u>Jan 1 - Aug 29, 17</u>
Ordinary Income/Expense	
Income	
43300 · Direct Public Grants	
43310 · Corporate and Business Grants	50,000.00
43340 · Nonprofit Organization Grants	3,454.10
Total 43300 · Direct Public Grants	<u>53,454.10</u>
43400 · Direct Public Support	
43450 · Individ, Business Contributions	1,100.00
Total 43400 · Direct Public Support	<u>1,100.00</u>
46400 · Other Types of Income	
46410 · Advertising Sales	8,820.60
Total 46400 · Other Types of Income	<u>8,820.60</u>
47200 · Program Income	
47230 · Membership Dues	25,420.30
47250 · Conference Registration	3,025.00
47260 · Conference Sponsorship	4,954.40
Total 47200 · Program Income	<u>33,400.70</u>
49000 · Special Events Income	
49050 · IHN Dinner	800.00
Total 49000 · Special Events Income	<u>800.00</u>
Total Income	97,575.40
Expense	
60900 · Business Expenses	
60930 · Constant Contact	414.38
60920 · Business Registration Fees	96.03
60960 · PayPal Fees	640.66
Total 60900 · Business Expenses	<u>1,151.07</u>
62100 · Contract Services	
62110 · Accounting Fees	825.00
62150 · Outside Contract Services	46,424.82
Total 62100 · Contract Services	<u>47,249.82</u>
65000 · Operations	
65020 · Postage, Mailing Service	19.60
65030 · Printing and Copying	487.50
65040 · Supplies	49.98
65050 · Telephone, Telecommunications	1,127.09
65060 · Website	2,008.12
Total 65000 · Operations	<u>3,692.29</u>
65100 · Other Types of Expenses	
65185 · Program Activities	5,813.81
65190 · Special Projects	3,813.62
65120 · Insurance - Liability, D and O	1,215.33
65140 · Contributions	4,954.10
65150 · Memberships and Dues	325.00
65160 · Other Costs	3,304.20
Total 65100 · Other Types of Expenses	<u>19,426.06</u>
68300 · Travel and Meetings	
68320 · Travel	645.70
68300 · Travel and Meetings - Other	1,147.07
Total 68300 · Travel and Meetings	<u>1,792.77</u>
Total Expense	<u>73,312.01</u>
Net Ordinary Income	<u>24,263.39</u>
Net Income	<u>24,263.39</u>
conference	\$16,728.33
Joel Valdez	\$1,805.00
operating	<u>\$71,837.28</u>
bank balance as of 8/29/17	\$90,370.61

**LGHN Dinner Partners**

**Signature Partners**

ICMA-RC

**Management Partners**

**Silver Partners**

**Bronze Partners**

**Contributing Partners**

Mejorando Group

**Joel D. Valdez Legacy Award Donors**

**Local Government Hispanic Network**

John Dever, Retired City Manager

Karen Davis, LGHN Executive Director

**The Seven Samurai**

- Alex Briseño
- Rolando Bono
- George Flores
- Ruben Mendoza
- Tony Ojeda
- Ruth Osuna
- Gavino Sotello



**LOCAL GOVERNMENT  
HISPANIC  
NETWORK**

**LGHN Dinner and Awards**

**Sunday, October 22, 2017**

**San Antonio, Texas**

## The Beginning of LGHN

In 1975, Severo Esquivel became the first Latino ICMA board member. At the time there were few Hispanic city managers. ICMA had just changed the structure of the ICMA board to include two at-large Vice President positions for assistant city managers in hopes to diversify the board.

Severo approached the ICMA Executive Director and enlisted the assistance of the incoming ICMA President and Tucson City Manager, Joel Valdez for funding from ICMA to start a Hispanic Emphasis Program. In 1978, they received funding and Ruben Mendoza was hired by ICMA to administer the program.

According to the founders, LGHN was created in the back of a cab during the 1977 ICMA conference in Cincinnati, Ohio. The group would meet whenever they could, even if it was one-on-one when one was visiting the city of another. Ruben became the key contact, contacting every Hispanic who joined ICMA and inviting them to join LGHN.

Joel Valdez, the only Hispanic city manager of a city with a population larger than 100,000, along with other Hispanic managers across the country initiated the endeavor that resulted in what became LGHN. At the time (late 1970's-early 1980's) there was a TV miniseries called *Shōgun*, which was based on the adventures of an English navigator, William Adams, who became a shōgun, a high rank in service, in early century 17<sup>th</sup> Japan. In the show, the shōgun has samurai, therefore these seven managers working were given the nickname of the seven samurai.

After the program was created, the group received federal funding through HUD for the Hispanic Field Service Program, which provided fellowships in 16 U.S. universities for Hispanics interested in pursuing local government service to receive masters in public administration. As a result, more than 200 students received these fellowships, many of these who are still leaders in local government.

The grant also included funding for regional conferences in New York, Miami, Chicago, Los Angeles and San Francisco. The seven samurai traveled to these regional conferences as the core team of the organization. The regional conferences culminated in a national conference in San Antonio in 1981.

As a result of this group's efforts, the seven samurai were invited to the White House and met with First Lady Rosalyn Carter. The funding for the program did not continue after President Jimmy Carter's presidency.

The International Hispanic Network was officially named in 1989. At that time Ruth Osuna was the ICMA staff member tasked with supporting the organization. She drafted the agreement, which formalized the organization.

The organization remains active and has become what exists today. The organization created its own 501c3 in 2003 and has continued since then to provide resources for Latinos in local government. Commencing with the 2017 ICMA Conference in San Antonio, the organization has formally rebranded as the Local Government Hispanic Network

## Program

6:30 p.m.

Reception

7:00 p.m.

Dinner

7:15 p.m.

Welcome and Introductions

- LGHN Board of Directors
- Sponsors/Partners
- Special Guests

7:45 p.m.

Award Presentations

- Emerging Leader Award
- Civic Engagement Award
- Joel D. Valdez Legacy Award

8:15 p.m.

**Keynote: Henry Cisneros, Founder and Chairman of CityView and Former Secretary of Housing and Urban Development**

*"Inspiring Emerging Leaders"*

8:45 p.m.

**Presentation: LGHN Biannual Conference, Phoenix, AZ  
October 25-27, 2018**

9:00 p.m.

Closing

*Following the dinner, participants are invited to attend the ELGL networking reception in the X Room.*