



Advancing Excellence and Inclusiveness in Local Government

Agenda
March 3, 2023
9:00 am PT/noon ET

Board of Directors

Samantha Tavares
President

Bob Harrison
President-Elect

Raymond Gonzales
*Immediate Past
President*

Marcus Steele
*Vice President
for Membership*

Ramiro Inguanzo
*Vice President for
Professional Development*

Gricelda Estrada
*Vice President for
Career Advancement*

At-Large Directors:

Carlos Baia
*Past ICMA Board
Member*

Noel Bernal

Mariana Bojorquez

Raoul Lavin

Alejandra Lopez

Ramón Pérez-Goizueta

Matt Rivera

Ramiro Salazar

Hazel Wetherford

Board Liaisons

Victor Cardenas
ICMA Liaison

Gabe Rodriguez
NACA Liaison

Orlando Cruz
*MissionSquare
Retirement Liaison*

A. Call to Order/Roll Call/Welcome

B. APPROVAL: Consent Agenda – Receive and Approve

1. Board Meeting Summary February 3, 2023*
2. Board Meeting Attendance Report for 2023/2022*
3. Financial Reports End of February 2023*

C. DISCUSSION/APPROVAL:

1. Discuss and Approve the 2023 Emerging Leader Award Process*
2. Discuss and Approve the Government Finance Officers Association 2023 Affiliate Agreement*

D. DISCUSSION:

1. Review and Discuss Board Member Meetings with Potential Corporate Sponsors
 - a. Sustaining Sponsorship and Membership Campaign Outreach Goal \$150,000
2. Discuss the Biennial Conference Planning Committee's Update
 - a. Biennial Conference Sponsorship Goal of \$175,000 Update
 - b. Review Conference Brand Artwork*
 - c. Review Preliminary Program and Keynote Presentations*

E. Informational Items

1. Board 2022 and 2023 Dues and Donations Update – Samantha Tavares
2. McKinsey and Company Leadership Academy/Program – Matt Rivera
3. Chapters' Meeting Agenda for March 17, 2023
 - a. Review and discuss chapter webpage development progress
 - b. Review and update LGHN program and webinar schedule
 - c. Input for tool kit update: *"Now you are a chapter, what's next?"*
4. LGHN Chapters' Website Tied Pricing and Options February 2023*

F. Future Board Meeting Agenda Items

1. LGHN 2023 Programs and Webinar Schedule*
 - a. New LGHN Website Calendar
 - b. Affiliates (NFBPA, NACA, and I-NAPA) 2023 and 2024 Collaborative Webinar Schedule Under Development – April 2023
2. Affiliate Agreement with the Illinois LGHN Chapter - TBD
3. Review Affiliate Presentations/Sessions at ICMA Conference in Austin, TX – April 2023
4. ICMA Affiliate Agreement Renewal – Fall 2023

G. Adjournment & Future Meeting Dates

1. Friday, March 3, 2023 – LGHN Board Meeting

*Supporting documents included

2. Friday, April 7, 2023 – LGHN Board Meeting
3. *April 26-30, 2023 – NFBPA Annual Forum, Minneapolis, MN (Samantha Tavares presenting)*
4. May 5, 2023 – LGHN Board Meeting
5. *May 21-24, 2023 – GFOA Annual Conference, Portland, OR (Karen Davis to attend)*
6. June 2, 2023 – LGHN Board Meeting
7. July 7, 2023 – LGHN Board Meeting
8. August 4, 2023 – LGHN Board Meeting (*potentially move to August 11, 2023*)
9. September 8, 2023 - LGHN Board Meeting
10. *October 1, 2023 – LGHN Dinner at the ICMA Conference: Stubb’s Barbeque, Austin, TX*
11. *October 1-4, 2023 – ICMA Annual Conference, Austin, TX*
12. October 6, 2023 - LGHN Board Meeting
13. *November 1, 2023 – LGHN Board of Directors’ Annual Retreat, Caribe Royal Hotel and Conference Center in Orlando, FL*
14. *November 1-3, 2023 – LGHN 2023 Biennial Conference, Caribe Royal Hotel and Conference Center in Orlando, FL*
15. December 1, 2023 - LGHN Board Meeting
16. January 5, 2024 - LGHN Board Meeting
17. February 2, 2024 - LGHN Board Meeting



Local Government Hispanic Network

Board Meeting Summary of February 3, 2023

Board Members in Attendance: Samantha Tavares (President), Bob Harrison (President-Elect), Ramiro Inguanzo, Ramiro Salazar, Marcus Steele, Carlos Baia, Noel Bernal, Alejandra Lopez, Victor Cardenas Raoul Lavin, Hazel Wetherford and Ramón Pérez-Goizueta

Board Members Absent: Raymond Gonzales (Past-President), Mariana Bojorquez, Matt Rivera, Gricelda Estrada, Orlando Cruz and Gabriel Rodriguez

LGHN Staff: Christine Butterfield and Karen Davis

1) Call to Order/Roll Call/Welcome

Samantha Tavares called the meeting to order at 9:02 am PT.

2) APPROVAL: Consent Agenda – Receive and Approve

- a. Board Meeting Summary January 6, 2023*
- b. Board Meeting Attendance Report for 2023/2022*
- c. Financial Reports January 2023*

*Motion to approve by Ramiro Inguanzo
Seconded by Alejandra Lopez
Unanimously approved*

3) DISCUSSION/APPROVAL:

- a. Discuss and Approve the 2023 Biennial Conference Joel Valdez Award Process*

Samantha proposed that the executive committee participate in the process and Alex supported the addition. Noel asked that the award recipient criteria include service/involvement with ICMA and LGHN.

*Motion to approve by Noel Bernal
Seconded by Carlos Baia
Unanimously approved*

- b. Discuss and Approve the 2022 and 2023 Baker Tilly Services Contract Augmentation*

Alex asked who reviewed Baker Tilly's timesheets and Karen indicated that Sam received summary of monthly staff hours for review and approval.

*Motion to approve by Raoul Lavin
Seconded by Bob Harrison
Unanimously approved*

4) DISCUSSION:

- a. Review and Discuss the 2023 LGHN Committee Work Plans*

Noel requested that staff schedule the 2023 International Committee meetings and include ICMA staff.

- b. Presentation of Corporate Sponsorships
 - a. Sustaining Sponsorship and Membership Campaign Outreach*
 - b. Biennial Conference Sponsorship Update*
- c. After Action Discussion Summary Regarding the Oregon Chapter Termination*

5) Informational Items

- a. Review and Discuss Committee Updates*
- b. LGHN Awards Dinner at ICMA in Austin, TX on October 1, 2023 – Samantha Tavares
- c. McKinsey and Company Leadership Academy/Program – Matt Rivera

6) Adjournment & Future Meeting Dates

- a. Friday, March 3, 2023 – LGHN Board Meeting
- b. Friday, April 7, 2023 – LGHN Board Meeting
- c. *April 26-30, 2023 – NFBPA Annual Forum, Minneapolis, MN (Samantha Tavares presenting)*
- d. May 5, 2023 – LGHN Board Meeting
- e. *May 21-24, 2023 – GFOA Annual Conference, Portland, OR (Karen Davis to attend)*
- f. June 2, 2023 – LGHN Board Meeting
- g. July 7, 2023 – LGHN Board Meeting
- h. August 4, 2023 – LGHN Board Meeting
- i. September 8, 2023 - LGHN Board Meeting
- j. *October 1, 2023 – LGHN Annual Dinner at the ICMA Conference, Austin, TX*
- k. *October 1-4, 2023 – ICMA Annual Conference, Austin, TX*
- l. October 6, 2023 - LGHN Board Meeting
- m. *November 1, 2023 – LGHN Board of Directors' Annual Retreat*
- n. *November 1-3, 2023 – LGHN Biennial Conference, Orlando, FL*
- o. December 1, 2023 - LGHN Board Meeting
- p. January 5, 2024 - LGHN Board Meeting

Samantha adjourned the meeting at 10:10 am PT

Board of Directors Meeting Attendance 2023 and 2022

Name	Workshop 1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22	9/22	ICMA	10/22	LGHN Annual Meeting	Retreat 11/22
Raymond Gonzales	Present	Absent	Present	Absent	Absent	Present	Present	Absent	Absent		Present		Absent
Samantha Tavares	Present	Absent	Present	Present	Present	Present	Present	Present	Absent	X	Present	X	Present
Rolando Fernandez	Present	Present	Present	Present	Present	Present	Present	Present	Present		Present		Absent
Bob Harrison	Present	Absent	Present	Present	Present	Absent		Absent	Present		Present		Present
Ramiro Inguanzo	Present	Present	Present	Present	Present	Present	Present	Present	Present		Present		Present
Gricelda Estrada	Present	Present	Absent	NFBPA	Absent	Absent	Present	Present	Present		Present	X	Present
Carlos Baia	Present	Present	Present	Present	Absent	Absent	Present	Present	Present		Transition	X	Present
Noel Bernal	Present	NFBPA	Present	Present	Absent	Present	Transition	Transition	Present	X	Present	X	Present
Mariana Bojorquez	Absent	Present	Present	Present	Present	Present	Present	Present	Absent		Absent	X	Present
Alejandra Lopez						Present	Present	Present	Present	X	Present	X	Present
Raoul Lavin	Present	Present	Absent	Present	Present	Florida CMA	Present	Present	Absent	X	Present	X	Present
Ramón Pérez-Goizueta	Present	Absent	Present	Absent	Present	Present	Present	Absent	Absent		Absent		Absent
Ramiro Salazar	Absent	Present	Absent	Absent	Absent	Present	Present	Present	Present		Present		Absent
Marcus Steele	Absent	Present	Present	Present	Present	Absent	Absent	Present	Present	X	Present	X	Present
Matt Rivera	Present	Present	Present	Absent	Present	Present	Present	Present	Present	X	Present	X	Present
Hazel Wetherford											X		
Victor Cardenas	Present	Present	Present	Present	Present	Present	Present	Present	Present	X	Absent		Absent
Gabriel Rodriguez	Present	Present	Present	Present	Present	Present	Present	Present	Present	X	Absent	X	Present

Local Government Hispanic Network Profit & Loss Budget vs. Actual January through December 2023

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
43400 · Direct Public Support			
43455 · Corporate Support	50,000.00	55,000.00	90.91%
43457 · Scholarship	3,100.00	4,000.00	77.5%
Total 43400 · Direct Public Support	<u>53,100.00</u>	<u>59,000.00</u>	<u>90.0%</u>
46400 · Other Types of Income			
46410 · Advertising Sales	31,300.00	191,250.00	16.37%
46430 · Miscellaneous Revenue	0.00	500.00	0.0%
Total 46400 · Other Types of Income	<u>31,300.00</u>	<u>191,750.00</u>	<u>16.32%</u>
47200 · Program Income			
47209 · Annual Meeting Sponsorship	2,000.00		
47230 · Membership Dues			
47231 · Chapters	4,000.00	40,000.00	10.0%
47232 · Corporate	0.00	0.00	0.0%
47233 · Individual	3,710.42	3,000.00	123.68%
47234 · Local Government	11,100.00	7,500.00	148.0%
47237 · Regional Chapter Florida-LG	882.29		
47238 · Regional Chapter Florida-SM	1,358.79		
47239 · Regional Chapter Illinois	2,100.00		
47240 · Regional Chapter Central Texas	916.66		
47241 · Regional Chapter Colorado	916.66		
Total 47230 · Membership Dues	<u>24,984.82</u>	<u>50,500.00</u>	<u>49.48%</u>
47270 · LGHN Dinner Registrations	0.00	16,000.00	0.0%
47271 · LGHN Dinner Sponsorships	0.00	0.00	0.0%
Total 47200 · Program Income	<u>26,984.82</u>	<u>66,500.00</u>	<u>40.58%</u>
49000 · Special Events Income			
49010 · Special Events Contributions	0.00	5,000.00	0.0%
Total 49000 · Special Events Income	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
Total Income	<u>111,384.82</u>	<u>322,250.00</u>	<u>34.57%</u>
Gross Profit	111,384.82	322,250.00	34.57%
Expense			
60900 · Business Expenses			
60920 · Business Registration Fees	0.00	120.00	0.0%
60960 · Merchant Services Fees	1,431.08	9,000.00	15.9%
Total 60900 · Business Expenses	<u>1,431.08</u>	<u>9,120.00</u>	<u>15.69%</u>
62100 · Contract Services			
62110 · Accounting Fees	0.00	1,200.00	0.0%
62150 · Outside Contract Services	8,051.75	180,000.00	4.47%
Total 62100 · Contract Services	<u>8,051.75</u>	<u>181,200.00</u>	<u>4.44%</u>
65000 · Operations			
65009 · Computer Software	17.25	1,600.00	1.08%
65020 · Postage, Mailing Service	89.50	1,000.00	8.95%
65030 · Printing and Copying	0.00	500.00	0.0%
65040 · Supplies	0.00	10.00	0.0%
65050 · Telephone, Telecommunications	95.40	2,000.00	4.77%
65060 · Website	2,248.50	12,000.00	18.74%
Total 65000 · Operations	<u>2,450.65</u>	<u>17,110.00</u>	<u>14.32%</u>
65100 · Other Types of Expenses			
Board of Directors Retreat	0.00	1,500.00	0.0%
65110 · Advertising/Marketing Expenses	0.00	4,000.00	0.0%
65120 · Insurance - Liability, D and O	905.00	1,000.00	90.5%

Local Government Hispanic Network Profit & Loss Budget vs. Actual January through December 2023

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>% of Budget</u>
65140 · Contributions	0.00	1,500.00	0.0%
65160 · Other Costs	0.00	500.00	0.0%
65170 · Scholarships Awarded	0.00	1,600.00	0.0%
65180 · Special Events	0.00	7,000.00	0.0%
65185 · Program Activities			
Catering	0.00	12,000.00	0.0%
Entertainment	0.00	1,500.00	0.0%
Other Costs	0.00	1,200.00	0.0%
Postage/Shipping	0.00	500.00	0.0%
Printing/Copy	0.00	500.00	0.0%
Stipends and Speaker Fees	0.00	1,600.00	0.0%
Total 65185 · Program Activities	<u>0.00</u>	<u>17,300.00</u>	<u>0.0%</u>
65190 · Special Projects, Chap Support	0.00	5,000.00	0.0%
Total 65100 · Other Types of Expenses	<u>905.00</u>	<u>39,400.00</u>	<u>2.3%</u>
68300 · Travel and Meetings			
68310 · Conf, Conv, Meeting-Nat'l	66.00	5,000.00	1.32%
68320 · Meeting Travel-Reg'l	0.00	1,000.00	0.0%
Total 68300 · Travel and Meetings	<u>66.00</u>	<u>6,000.00</u>	<u>1.1%</u>
Total Expense	<u>12,904.48</u>	<u>252,830.00</u>	<u>5.1%</u>
Net Ordinary Income	<u>98,480.34</u>	<u>69,420.00</u>	<u>141.86%</u>
Net Income	<u><u>98,480.34</u></u>	<u><u>69,420.00</u></u>	<u><u>141.86%</u></u>

Local Governemt Hispanic Network Account Listing

February 22, 2023

<u>Account</u>	<u>Balance Total</u>
10000 · US Bank - checking	158,246.62
10000 · US Bank - checking:Conference Cash AHLN	7,555.95
10000 · US Bank - checking:Florida Chapter	3,858.55
10000 · US Bank - checking:Frances Gonzalez Scholarship	17,420.76
10000 · US Bank - checking:Joel Valdez	428.03
10000 · US Bank - checking:LGHN Conference	0.00
10000 · US Bank - checking:Operating Cash	105,637.98
10000 · US Bank - checking:Operating Reserves	23,345.35

EMERGING

LEADERS AWARD

LOCAL GOVERNMENT HISPANIC NETWORK



Emerging Leaders Award & Scholarship to the 2023 LGHN Biennial Conference

Award Purpose/Goals

The Local Government Hispanic Network wants to recognize individuals who are emerging leaders in local government by demonstrating professional excellence and leadership skills in their organization and their community. LGHN's goal is to identify and support professionals who have the ability to rise to leadership positions in local government and have demonstrated 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 LGHN. Current and past board members are not eligible for the award.

The recipient will receive a scholarship for the ICMA conference registration and \$1,000 travel stipend to attend the LGHN biennial conference and the awards luncheon in Orlando, Florida to receive the award. The luncheon will be held November 3, 2023.

Who may nominate? Anyone, including members from affiliate organizations, can nominate an LGHN member for the Emerging Leader Award. Members may also self-nominate. It is not required that the nominator be a member of LGHN. Be advised that the nominator will obtain the nominee's supervisor signature of approval prior to submittal of the nomination.

Timeline:

Monday, March 6, 2023 Issue call for submittals

Friday, April 28, 2023 Deadline for submissions

May 2023 Selection committee review of submittals; recommendations to the LGHN Board of Directors at the June 2, 2023 Board Meeting

June 2023 Notify recipient selected for the award

November 3, 2023 Present award at the LGHN Awards Luncheon at the LGHN Biennial Conference

Awards should be submitted electronically to: CButterfield@LGHN.org

Direct questions to Christine Butterfield at 510-761-4440

Emerging Leaders Award Nomination Form



Nominee Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Telephone: _____

Email: _____

Nominee must be a LGHN member.

Has the nominator confirmed that the nominee is a LGHN member? **Yes** **No**

Who should be contacted regarding the nomination?

Nominator name: _____

Telephone: _____

Email: _____

Descriptive narrative: In no more than 2 pages, please describe the following:

- Describe nominee's career path/positions held.
- Describe the nominee's commitment to his/her profession and contributions to the LGHN organization and mission.
- Describe the nominee's commitment and contributions to regional, state and/or national professional associations.
- Describe how the nominee's has demonstrated leadership in the nominee's organization and/or community.
- What other personal or professional characteristics would distinguish the nominee as an "emerging leader?"

Nominator's Signature

Nominee's Supervisor's Signature



MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made effective as of 3/3/2023, between the Government Finance Officers Association of the United States and Canada ("GFOA"), and the Local Government Hispanic Network ("LGHN"), (hereinafter referred to as the "Party" or collectively the "Parties").

WHEREAS both Parties are not-for-profit professional societies with missions to provide leadership, education, resources, and other services to support local governments and their employees; and

WHEREAS, the Parties recognize the need to create leadership opportunities for Hispanic local government administrators and improve the management of local government including the development of finance officers and other local government leaders who reflect the communities that they serve;

NOW THEREFORE, GFOA and LGHN agree:

1. The parties agree to cooperate and work together in strategic partnership to achieve the following:
 - a. The parties agree to work together to implement the "LGHN and GFOA Partnership Scope of Work" included in this MOU as Exhibit A.
 - b. Both parties agree to identify a staff representative to serve as the primary point of contact throughout the project and for the term of this MOU. Upon execution of this MOU, the staff representatives are listed below.
 - For GFOA: Mike Mucha, Deputy Executive Director and
 - For LGHN: Christine Butterfield, Executive Director
 - c. Regular communications and meetings between staff representatives as necessary.
2. During the term of this MOU, both Parties will plan and promote training seminars and networking events (Events), coordinate distribution of reports or resources (Work Products) and jointly promote membership.
 - a. Either party may schedule Events prepared from this MOU. When scheduling Events, both parties shall:
 - i. Work together in marketing and promotion of the Event,
 - ii. Identify and coordinate speakers that can represent both Parties' membership and bring a finance perspective,
 - iii. Share net revenue from the Event as agreed to between the Parties, and
 - iv. Accommodate co-hosted Events as may be necessary to satisfy continuing education requirements of either party's members.
 - b. Promote and distribute any developed Work Products.

- i. Prior to final publication, the parties shall agree which organization shall be considered the primary publisher for all work products.
 - ii. For Work Products that will be distributed for free, both Parties will have access to distribute Work Products. For Work Products sold for a fee, Parties shall agree on sale and distribution responsibilities and split of net revenue prior to publication.
3. During the term of this MOU, the Parties may agree to exchange proprietary and confidential information. Proprietary and confidential information that is exchanged may be used only by the receiving party in connection with this MOU and shall not be disclosed to any third party without the express approval of the disclosing party. The Parties agree to use their best efforts to prevent the disclosure of any proprietary information, including but not limited to client lists, potential client lists, trade secrets, commercial or financial information, that either party treats as confidential or privileged, to any person, firm, or organization, except with the written authorization of the other Party.
4. All intellectual proprietary rights, title, and interest (including copyright and ownership) in any Work Products developed under this MOU shall be jointly owned by the parties and shall be deemed to be "collaborative works" under the United States Copyright Laws or any equivalent laws of applicable foreign jurisdictions. Such right, title, and interest includes, without limitation, the right to use, exploit, copy, perform, display, promote, market, create derivative works of, and distribute the Work Products in any format.
5. Both Parties shall indicate on their respective website that a strategic partnership exists between the Parties and outline member benefits of the partnership including, but not limited to:
 - a. Availability of Work Products and Events,
 - b. General information about the other Party with information on membership and benefits of membership, and
 - c. Access to discounts for select Events.
6. Either Party may terminate this agreement with sixty (60) days written notice.
7. Unless otherwise terminated by a Party, this MOU shall be in effect from the effective date of this MOU for a period of two (2) years; with the understanding that the MOU may be extended for an additional period if agreeable to both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

Local Government Hispanic Network

**Government Finance Officers Association of
the United States and Canada**

By: _____
Authorized Representative

By: _____
Authorized Representative

Name: _____

Name: _____

Date: _____

Date: _____

Title: _____

Title: _____





LGHN and GFOA Partnership Scope of Work

Background

The Local Government Hispanic Network (LGHN) and the Government Finance Officers Association of the United States and Canada (GFOA) are membership-based associations with missions to provide leadership, education, resources, and other services to support local governments and their employees. Collaboration between the two organizations can provide opportunities to strengthen the member networks of both organizations and accomplish initiatives related to developing both the technical and leadership skills of Hispanic/Latino finance officers.

About LGHN

The purpose of LGHN is to encourage professional excellence among Hispanic local government administrators and those local government officials working in communities with significant Hispanic populations. Additionally, the mission is to improve the management of local government, to provide unique resources to Hispanic local government executives and public managers, and to advance the goals of professional, effective and ethical local government administration.

About GFOA

GFOA represents over 22,500 public finance officials who are involved in planning, financing, and implementing thousands of governmental operations for local governments across the United States and Canada. GFOA's mission is to advance excellence in public finance including accounting/financial reporting, budgeting/planning, debt management, pension and benefit administration, procurement, risk management, and treasury management.

Project Overview

LGHN and GFOA will initially focus their partnership in these areas:

- **Mentoring** – GFOA will participate in LGHN's Madrinas y Padrinos coaching program. Through this partnership, GFOA will recruit an agreed upon number of coaches and emerging leaders from its members who will form a finance cohort within the program. GFOA will be available to assist with program coordination, programming, or sharing program costs. The program will be led by LGHN and feature educational sessions, mentoring, and ongoing networking for all involved.

Work Product / Member Benefit: Joint participation in mentoring program led by LGHN. LGHN will provide at least one mentoring program per calendar year.

- **Promotional Opportunities at Conference –** LGHN and GFOA will assist each other in identifying speakers and topics for both organizations' annual conference. LGHN will contribute speaker ideas to GFOA and GFOA's staff representative will serve on LGHN's Professional Development Committee and Biennial Conference Planning Committee.

GFOA will provide up to three (3) complimentary registrations for LGHN staff and/or members to access the GFOA conference.

Work Product / Member Benefit: LGHN speakers are involved in GFOA conference and GFOA assists in planning sessions focused on public finance for LGHN event.

- **Resource Development / Educational Opportunities-** LGHN and GFOA will partner on a series of educational events featuring agreed upon topics in public finance. GFOA will produce or offer one (1) educational session / webinar each quarter at no cost to LGHN that LGHN can offer to its membership. Topics for educational events will be agreed upon in advance between GFOA and LGHN and GFOA will deliver training.

Work Product: Quarterly training series on public finance provided by GFOA to LGHN members.

-
- **Online Communities -** GFOA will provide LGHN members access to an online community to focus on issues related to Hispanic in public finance. GFOA will facilitate the online community and open registration to any member of GFOA or LGHN.

Work Product/Member Benefit: Access to dedicated member community on GFOA platform for LGHN and GFOA members.

- **Administrative Support -** GFOA will offer facilities for LGHN events at its Chicago office or in combination with regional GFOA events.

Work Product / Member Benefit: GFOA coordination with LGHN on meeting space and facility usage for LGHN events. GFOA will make available its office in Chicago or facility space in combination with any GFOA event (example: national training/annual conference)



LGHN

BIENNIAL CONFERENCE

November 1-3, 2023

CONNECT. COLLABORATE. SUCCEED.

Caribe Royale Hotel
and Convention Center
ORLANDO, FLORIDA







FULL SPREAD DESIGN



BACK COVER



FRONT COVER



2023 LGHN Conference **Preliminary** Schedule

Caribe Royal Resort and Conference Center

Orlando, FL

Airport shuttle not available

Updated 2/23/23

Meeting Attendees: Carlos Baia, Mike Mucha (GFOA), Dr. Philip Harris (NFBPA), Raoul Lavin, Russell Muniz, Ash Kumar (I-NAPA), Bob Harrison, Diana Gallego (Florida Chapter), Karen Davis and Christine Butterfield

Wednesday, November 1		
Time	Event/Activity	Description
9:00 am – 3:00 pm	Board Retreat	LGHN Board and staff
12:00 pm – 5:00 pm	Conference Registration	Baker Tilly staff and host committee members at the Caribe Royal gather space near pool
5:00 pm – 7:00 pm	Early Bird Reception	Caribe Royal gather space near pool

Dinner on your own

Thursday, November 2	Event/Activity	Expanding Borders	Grow You Community Culture	When Diversity Is Under Attack	Innovate/Reinvent
8:00 am – 5:00 pm	Conference Registration	<ul style="list-style-type: none"> Smash the Glass Ceiling Leadership Lessons and Ethics Regionalism Best Practices Identity Issues and Related Topics International Sessions 	<ul style="list-style-type: none"> Community Engagement Civility and Crucial Community Conversations Promote Hispanic Heritage in Your Community and Organization Cultivate Your Organization's Talent: Succession Planning 	<ul style="list-style-type: none"> Discuss and present LGHN's DEI policy and explore how communities are navigating state law compliance Why DEI Letting Go of Assumptions How to Foster, Cultivate, and 	<ul style="list-style-type: none"> Sustainability Affordable Housing – New Approaches SMART Cities Lift Orlando Personal professional development and innovating/reinventing ourselves – encore opportunities

Thursday, November 2	Event/Activity	Expanding Borders	Grow You Community Culture	When Diversity Is Under Attack	Innovate/Reinvent
			<ul style="list-style-type: none"> • Build Community Inclusivity • What's Stopping YOU 	Preserve a Culture of Diversity	
9:00 am – 10:00 am	Opening Session	Why engaging BIPOC communities is so important: Colorado State University (CSU) Bob Harrison to confirm by 3/3/23	-	-	-
10:15 am – 11:45 am	Concurrent Sessions/Tour	CSU session continues: how do?	Mesa proposal	Mesa proposal	Emotional recovery and resilience – Dr. Philip Harris (and Russell Muniz)
12:00 pm – 1:30 pm	Lunch and <i>Keynote</i>	Eddy Moratin, Executive Director Lift Orlando Raoul Lavin to confirm by 3/3/23	-	-	-

Thursday, November 2	Event/Activity	Expanding Borders	Grow You Community Culture	When Diversity Is Under Attack	Innovate/Reinvent
1:45 – 3:15 pm	Concurrent Sessions	Lift Orlando site visit	Tallahassee proposal (Diana to confirm by 3/3/23)	Tallahassee proposal (Diana to confirm by 3/3/23)	Climate change: Broward County, Monica Cepero moderator (Diana to confirm by 3/3/23)
3:30 pm – 5:00 pm	Madrinas y Padrinos Platicas	Lift Orlando site visit	LGHN board and staff	MissionSquare and retirement planning: <i>What does retirement look like?</i>	ICMA ethics session (Christine to follow up)
5:30 pm – 7:30 pm	Welcome Reception with Exhibitors (and book signing session)				

Dinner on your own

Friday, November 3	Event/Activity	Expanding Borders	You're your Community Culture	When Diversity is Under Attack	Innovate/Reinvent
8:00 am – 12:00 pm	Conference Registration				
8:30 am – 10:00 am	Breakfast, Membership Meeting	Sam and Bob presentation of LGHN trends and vision Ana Navarro, FL Janet Cruz, FL state senator Donna Shalala, FL (Raoul Lavin to confirm by 3/3/23)	•	•	•
10:30 am – 12:00 pm	Concurrent Sessions/Tour	GFOA presentation of LGHN's Annual Membership meeting finance and budgeting presentation by Mike Mucha	New interventions to respond to domestic violence in your community (Bob Harrison)	GFOA and LGHN recruiting experts: skill sets, new ways to recruit and how to meet your jurisdictions needs (Mike	Florida chapter

Friday, November 3	Event/Activity	Expanding Borders	You're your Community Culture	When Diversity is Under Attack	Innovate/Reinvent
				Mucha and others)	
12:15 pm – 2:00 pm	Awards Lunch and <i>Keynote Panel:</i> Ben Crump, Tallahassee Nadine Smith, Quality Florida Orlando Gonzales, Save Dade Soledad O'Brien (Florida Chapter to confirm by 3/3/23)	-	-	-	-
2:15 pm – 3:45 pm	Concurrent Sessions	CPSM session: recruiting public safety professional ???	GFOA session: managing economic downturns and boosting your revenue diversity (Mike Mucha)	Tackling digital inequities and new ways to share and connect with community members (Carlos Baia)	Preparing for and navigating the aftermath of an event: Buddy Dyer, Mayor of Orlando and Val Demmings (former PC Orlando)

Friday, November 3	Event/Activity	Expanding Borders	You're your Community Culture	When Diversity is Under Attack	Innovate/Reinvent
4:00 pm – 5:30 pm	Concurrent Sessions	Partners in PR, Mexico and others (Christine to contact Cintya Flores and confirm by 3/3/23)	Mesa proposal	Immigration crisis and strategies to sustain your community and meet emerging needs (Noel Bernal's contact with Brownsville; FL, TX others)	Florida proposal
4:15 pm – 5:30 pm	DEI Training Session	LGHN board and staff	-	-	-
5:30 pm – 7:30 pm	Closing Reception with Exhibitors				

Dinner on your own

Saturday, November 4

Provide post conference activity options

Other potential presenters listed below shared by Raoul Lavin following the meeting via email on 2/23

- **Brandon Wolf** - Pulse Nightclub Survivor and advocate for victims assistance, gun reform and LGBTQ rights. He lives in Orlando and is about to release a book. He moved to Tallahassee right after Pulse and lived here for a few years. I actually know him.
- **Maxwell Alejandro Frost** - newly elected congressman from Orlando and the first generation Z member of Congress. He's 25 and this is quote from him. "The perspective I bring as a young person, as a young Black person, as a young Black Latino person from the South, is important," Mr. Frost said in an interview with The New York Times late Tuesday night. But he added that he saw himself as "a small piece of a really big puzzle" composed of members of Gen Z who are becoming more influential in many areas of society.
- **Anna Vishkaee Eskamani** - she's the first Iranian-American member of the Florida Legislature and is a big supporter of diversity. She represent the Orlando area. I don't know her but I know her sister. :)

All three of the above know each other and work jointly on a lot issues in Florida.

LGHN Chapters' tiered pricing for sub-website design

Updated 2/27/23

1. Level 1 Installation (\$400-\$600) would include:

- A copy of the LGHN short format theme - as is (including colors).
- Chapter's logo will be sized down and placed in theme.
This does not include any other work to the logo. The logo will be provided by the customer, be of good quality, and a proper image format (PNG, EPS, JPG are acceptable).
- Customization of the social media icons (remove/add icons - update links)
- Customization of the contact information in the footer.
- One slider photo installed from stock images. Customer can add more photos (instructions will be given).
- Customization of theme to show menu items set up in Content Manager.
It is the customer's responsibility to add and manage menu items and create all site content using i4a software. Time is not included in the estimate for i4a staff to do this work. Training on i4a modules will be provided.
- Customize labels below the icons on the bottom of the home page and link icons to pages of customer's choice - **or** - remove entire icon image block.
Time is not included to replace the icons on home page with other images or remove only some of the images. (Use existing icons or remove them all.)
- Choice of fixed or fluid design.

2. Level 2 Installation (\$600-\$800) would include everything in the Level 1 installation plus:

- Up to 1 hour of logo changes - *simple color changes, cropping, customization of text, etc.*
- Resizing and placement of up to **three** images in the home page image slider. *Original images must be provided by customer and meet certain minimum dimensions.*
- Replace or remove certain icons at the bottom of the home page. *Customer must provide the images. They must be the correct dimensions, be of same quality as original images, and be either PNG or JPG format.*

3. Level 3 Installation (\$800-\$1000) would include everything in the Level 1 and 2 Installation plus:

- Up to 3 additional hours of work that can be used for the following: customize theme elements/widgets, more complex logo work, or page/menu creation in Content Manager.

OR

- Choice of a different theme:
 - Includes customization of colors, placement of logo, and basic customization of widgets included, such as updating contact info in footer.
 - Choice of fixed or fluid design.
 - Customization of theme to show menu items set up in Content Manager.
It is the customer's responsibility to add and manage menu items and create all site content using i4a software. Time is not included in the estimate for i4a staff to do this work. Training on i4a modules will be provided.
 - *No swapping out of widgets included (except for widget removal - unless it is complicated).*
 - *Customer is responsible for providing all images - unless you want to use the ones included in the selected theme. Images must be of good quality, sized correctly and be PNG or JPG format.*

4. Level 4 Installation (Over \$1000 - consultation required, and custom estimate will be provided) includes everything in Level 1, 2, and 3 Installation plus:

- Mix and match widgets from different i4a themes.
- Unlimited pages added to Content Manager (customer provides content and images for pages)
- Addition of custom widgets - requiring programming or 3rd party code.
- Multiple themes.
- Change of layout - 1 to 2 columns, etc.

**LGHN Professional Development Committee
2023 Program and Webinar Schedule**

Updated 2/28/23

January 2023	<ul style="list-style-type: none"> • LGHN Webinar: <i>Best Practices in Strategic Planning</i> scheduled January 19 from 11 am to 12:30 pm PT (30 participants)
February	<ul style="list-style-type: none"> • TBD
March	<ul style="list-style-type: none"> • LGHN Chapter Webinar: Scottsdale on 3/16/23 from 11 am to 12:30 pm PT • Madrinas y Padrinos Kick off TBD
April	<ul style="list-style-type: none"> • <i>Affiliates' Two-Year Webinar Programming Schedule Released</i> • NFBPA Forum Conference Minneapolis, MN April 26 - 30 – LGHN moderate and present session on community engagement and inclusion best practices • Puerto Rico Sustainability Conference TBD
May	<ul style="list-style-type: none"> • GFOA Conference Portland, OR May 21-25 (joint reception with LGHN location TBD) • LGHN Chapter Webinar: Mesa on 5/18/23 from 11 am to 12:30 pm PT
June	<ul style="list-style-type: none"> • Madrinas y Padrinos Webinar and Check-in TBD • <i>LGHN/GFOA</i> Webinar TBD
July	<ul style="list-style-type: none"> • LGHN Chapter Webinar: Phoenix on 7/20/23 from 11 am to 12:30 pm PT
August	<ul style="list-style-type: none"> • <i>LGHN/GFOA</i> Webinar TBD
September	<ul style="list-style-type: none"> • Madrinas y Padrinos Webinar and Check-in • LGHN Chapter Webinar: Central Texas on 9/21/23 from 11 am to 12:30 pm PT
October	<ul style="list-style-type: none"> • ICMA Annual Conference Austin, TX October 1 – 4, 2023 •  LGHN Annual Dinner at ICMA at Stubbs Barbeque, Austin, TX on October 1 from 6:00 to 10:00 pm CT •  Affiliates Reception at ICMA from 5:30 to 7:30 pm CT, location forthcoming •  Affiliate Conference Sessions TBD (17 submissions developed by LGHN, NFBPA, NACA and I-NAPA) • <i>LGHN/GFOA</i> Webinar TBD
November	<ul style="list-style-type: none"> • LGHN Board Retreat November 1 • LGHN 2023 Biennial Conference November 1-3 Orlando, FL at the Caribe Royal Hotel and Resort
December	<ul style="list-style-type: none"> • LGHN Chapter Webinar: West Michigan 12/21/23 from 11 am to 12:30 pm PT • Madrinas y Padrinos Webinar and Check-in TBD • <i>LGHN/GFOA</i> Webinar TBD