



Board of Directors Meeting
June 2, 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

Yocelyn Galiano

Tommy Gonzalez

Ramiro Inguanzo

Claudia Lujan

Daro Mott

Vacant

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 May5, 2017*
2. Board Meeting Attendance Report for 2016/17*
3. Financial Report through May 31, 2017*

C. ACTION: Approve Chapter Agreement with Austin Hispanic/Latino Network*

D. ACTION: Approve Chapter Agreement with Phoenix Hispanic Network*

E. DISCUSSION/ACTION: Use of “Affiliate of ICMA” as part of IHN Logo

F. DISCUSSION: Mid-Year Review of ICMA and NFBPA Affiliate Agreements

G. DISCUSSION: Annual Meeting – June 16*

H. Committee Reports/Updates/Committee Chairs/Vice Chairs

1. Executive Committee: Veronica Briseño | Rolando Fernandez
2. Communications: Angelita Palma | Gabe Rodriguez
3. Membership: Ray Gonzales | Carlos Baia
4. Programs: Maria Hurtado | Oscar Murillo
5. Nominations: Magda Gonzalez | Pat Martel | Jane Bias DiSessa
6. University Partnerships: Magda Gonzales | Danny Alfonso
7. Fund Development: Magda Gonzales | Frances Gonzalez
8. Awards (separate committee for each): Civic Engagement Award, Emerging Leaders Award, Joel D. Valdez Legacy Award

I. Future Board Meeting Agenda Items

1. Mid-Year Budget Review - July
2. Website Tracking (Quarterly)
3. Fundraising Status

J. Adjournment & Future Meeting Dates

1. Friday, June 16, 2017 – Annual Meeting
2. Friday, July 7, 2017 – IHN Board Meeting
3. Friday, August 4, 2017 – IHN Board Meeting
4. Friday, September 1, 2017 – IHN Board Meeting
5. Friday, October 6, 2017 – IHN Board Meeting
6. October 22-25, 2017 – ICMA Conference, San Antonio, TX
7. Friday, November 2, 2017 – IHN Board Meeting
8. Friday, December 1, 2017 – IHN Board Meeting
9. Friday, January 5, 2018 – IHN Board Meeting
10. Friday/Saturday, February 2-3, 2018 – IHN Board Retreat (Location TBD)

*Supporting documents provided in board packet



**Board of Directors Meeting
May 5, 2017**

MINUTES

Advancing Hispanic leadership in local government

Board Members Present

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

Board Members Absent

Yocelyn Galiano, At Large Director
Tommy Gonzalez, At Large Director
Patricia E. Martel, Past ICMA Board Member

Others Present

Karen Davis, Executive Director
Dave Mora, ICMA Staff Liaison

A. Call to Order/Roll Call/Welcome

Roll call was conducted and nine voting members were present, a quorum was established.

B. ACTION: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of April 7, 2017
2. Board Meeting Attendance Report for 2016/17
3. Financial Report through April 30, 2017

Ray Gonzales moved approval of the consent agenda; Ramiro Inguanzo seconded the motion; the motion was approved unanimously.

C. ACTION: Approve Nomination Committee Recommendations for 2017-2019 IHN Board of Directors

Magda Gonzalez reported that the committee (Magda Gonzalez, Pat Martel and Jane Bias-DiSessa) met to review the list of candidates interested in serving on the IHN board. For the At-Large Director positions, there are two vacancies and three At-Large Directors eligible for re-election. The committee recommends:

- *Tommy Gonzalez, El Paso, TX (re-elect)*
- *Ramiro Inguanzo, Bal Harbor, FL (re-elect)*
- *Daro Mott, Louisville, KY (re-elect)*
- *Bob Harrison, Issaquah, WA (new)*
- *Samantha Tavaras, Phoenix, AZ (new)*

Claudia Lujan moved approval of candidates for the IHN board; Carlos Baia seconded the motion; the motion was approved unanimously. Ballots will be sent out May 8 and the elections will continue until June 5.

D. DISCUSSION/ACTION: Use of LGHN Logo by Chapters

Rolando Fernandez reported that the Austin Hispanic/Latino Network was creating a new logo and was interested in using the new IHN logo with the AHLN name. They are also working with a designer to come up with other options and wanted to know if using the IHN logo is an option. Ray Gonzales expressed concern of allowing chapters to use the logo given the IHN board does not have authority over their programs and activities and they could go in a direction that is different than the IHN activities. Carlos Baia stated that it would be more effective for IHN if IHN has its own distinct logo and the chapters have something similar or their own identity. Claudia Lujan expressed that IHN needs to have its name out there in a way that doesn't result in losing its identity. Maria Hurtado said that perhaps the chapters could do something similar to how ICMA's logo is used to show state affiliations partnership with ICMA.

Carlos Baia moved that chapters use the compromise of not using the IHN logo as their primary logo, but use it to show they are a chapter of IHN (LGHN). Rolando Fernandez offered a friendly amendment that local chapters should be recognized as "A Chapter of LGHN" as part of their logo. Carlos accepted the amendment. Ray Gonzales seconded the motion. The motion was approved unanimously.

E. DISCUSSION/ACTION: IHN Chapter Agreement

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

1. Appoint Co-Chairs or Vice-Chairs for Each Committee

Due to time constraints, Karen Davis will reach out to committee chairs to select vice chairs or co-chairs. Karen reported that only one submittal has been received for the civic engagement award and the board agreed to extend the deadline to June 1.

G. Information Items

1. Annual Meeting

Not discussed due to time constraints.

H. Future Board Meeting Agenda Items

1. Approval of IHN Chapters – *approval of agreements with Austin and Phoenix are tentatively scheduled for the June board meeting pending approval by their respective boards.*
2. Website Tracking – *quarterly*
3. Fundraising Status

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								
Manuel Esquibel	Present	Absent											
Magda Gonzalez	Present	Present	Absent	Present	Present								
Maria Hurtado	Absent	Present	Present	Present	Present								
Rolando Fernandez	Present	Present	Present	Absent	Present								
Carlos Baia	Present	Present	Absent	Absent	Present								
Yocelyn Galiano	Absent	Absent	Absent	Absent	Absent								
Raymond Gonzales	Absent	Present	Present	Present	Present								
Tommy Gonzalez	Present	Absent	Absent	Present	Absent								
Ramiro Inguanzo	Absent	Absent	Present	Absent	Present								
Claudia Lujan	Present	Present	Present	Present	Present								
Pat Martel	Present	Absent	Absent	Present	Absent								
Daro Mott	Absent	Absent	Absent	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 through May 2017
Jan - May 17

Income

46400 · Other Types of Income	
46410 · Advertising Sales	4,405.50
Total 46400 · Other Types of Income	<u>4,405.50</u>

47200 · Program Income

47230 · Membership Dues	22,620.30
47250 · Conference Registration	1,025.00
47260 · Conference Sponsorship	4,955.40
Total 47200 · Program Income	<u>28,600.70</u>

Total Income 33,006.20

Expense

60900 · Business Expenses	
60920 · Business Registration Fees	1.03
60960 · PayPal Fees	371.85
Total 60900 · Business Expenses	<u>372.88</u>

62100 · Contract Services

62110 · Accounting Fees	825.00
62150 · Outside Contract Services	28,442.32
Total 62100 · Contract Services	<u>29,267.32</u>

65000 · Operations

65020 · Postage, Mailing Service	19.60
65030 · Printing and Copying	487.50
65040 · Supplies	49.98
65050 · Telephone, Telecommunications	705.05
65060 · Website	646.99
Total 65000 · Operations	<u>1,909.12</u>

65100 · Other Types of Expenses

65190 · Special Projects	2,813.62
65120 · Insurance - Liability, D and O	816.00
65140 · Contributions	500.00
Total 65100 · Other Types of Expenses	<u>4,129.62</u>

68300 · Travel and Meetings

68310 · Conference, Convention, Meeting	1,147.07
68320 · Travel	645.70
Total 68300 · Travel and Meetings	<u>1,792.77</u>

Total Expense 37,471.71

Net Income -4,465.51

bank balance as of 5/31/17 \$63,841.71

CHAPTER AGREEMENT
International Hispanic Network and [Chapter]

This Chapter Agreement is made by and between the International Hispanic Network (IHN), a national nonprofit incorporation and **Austin Hispanic Latino Network (AHLN)** and is made this ___ day of June 2017.

The purpose of this Agreement is to acknowledge by both the above parties the agreement to the following terms:

I. Recognition of Chapter

- A. **Chapter.** IHN hereby recognizes **Austin Hispanic Latino Network** as a Chapter organization and in accordance therewith, authorizes it to use the name “International Hispanic Network,” acronym “IHN” and logo of IHN in or in connection with **Chapter’s** name, acronym and logo, with the authority to use such marks in connection with Chapter’s activities authorized under this Agreement, subject to the terms and conditions of this Agreement and any written guidelines attached herein, or subsequently provided to the Chapter by IHN. Chapters shall use language stating they are “A Chapter of IHN” as part of their logo. IHN shall provide the artwork to the chapter.
- A. **Term and Termination.** The Term of this Agreement shall commence on the effective date set forth above and shall continue until revoked by either party, pursuant to the terms of this Agreement. Either party may request revisions to this agreement to enhance mutual partnership benefits.
- B. **Territory.** Chapter shall represent IHN as IHN’s Chapter in Austin, Texas (the “Territory”) pursuant to and in accordance with IHN’s mission and purposes as set forth in IHN’s Articles of Incorporation and Bylaws or as otherwise established by IHN’s Board of Directors. The Chapter acknowledges that this designation is non-exclusive in the Territory and that IHN may, in its sole discretion, designate other Chapters in the Territory or may sponsor or conduct programs, accept members, and perform other activities within the Territory.
- C. **Authorized Activities.** IHN encourages the Chapter to conduct the following activities within the Territory: membership recruitment, professional development, education and training activities, networking activities, career enhancement and awareness activities and such other activities as may be consistent with the mission and purposes of IHN and in which IHN may from time to time authorize the Chapter to engage.

II. Membership

Members of the Chapter organization shall be considered to be members of IHN. The terms and conditions of membership in IHN shall be determined by IHN. The terms and conditions of membership in the Chapter shall be determined by the Chapter. The Chapter shall provide

Chapter members' names, positions, and contact information to IHN. The dues for IHN membership for all chapter members shall be included in Chapter dues to IHN.

III. Obligations of IHN

A. IHN's obligations under this Agreement shall include:

- a. Maintain a national office of IHN and promote the organizations' mission, goals and objectives to enhance the reputation and goodwill of IHN.
- b. Maintain tax-exempt status.
- c. Maintain IHN Bylaws.
- d. Maintain a comprehensive membership database, provide for maintenance and advancement of a membership program for individuals, students, institutions and private sector organizations in accordance with a dues structure approved by the Board of Directors.
- e. Invoice and collect dues from IHN members, local governments and chapters for dues renewal. Conduct professional development programs that will benefit members.
- f. Maintain a national committee structure.
- g. Conduct national education and training conferences, regional seminars and networking activities in locations throughout the United States for the benefit of IHN members. Conduct national biannual conferences (contingent upon local representatives' ability to organize conference activities) with logistical and technical assistance to conference planners/organizers, including fundraising support.
- h. Conduct on-line training opportunities throughout the year.
- i. Provide marketing and educational publications, brochures and other promotional materials that may be made available to Chapters for their use.
- j. Maintain an IHN website to serve members and enhance promotion of IHN and the recruitment of members. All Chapters shall be listed on the website with a link to local/regional website, if available. IHN shall coordinate access to local/regional activities on the IHN website.
- k. Assign an IHN board member to be a liaison with each Chapter.
- l. ~~Work with~~ Chapters to identify and provide information on national issues impacting local governments.
- m. Serve as primary link with ICMA through the ICMA/IHN Chapter agreement.
- n. Optional obligations (*requires semi-annual financial reporting to IHN and may require additional fees commensurate with services provided):
 - i. *Allow Chapters use of the IHN tax-exempt status to fundraise.
 - ii. *Provide banking and fiscal accounting services for Chapters.

- iii. Recruit members for Chapters.
- iv. Provide technical assistance and resources to Chapters for activities such as facilitation and strategic planning.

IV. Obligations of Chapter

- A. The Chapter certifies it was established as an IHN Chapter on [insert date] and has submitted bylaws approved by its governing body. The Chapter will provide bylaws updates to the IHN national organization. The Chapter shall have as its purposes those set forth in their bylaws, shall conduct its activities at all times in accordance with such bylaws and all other Chapter-related policies, procedures or other written guidance.
- B. The Chapter certifies that it is and shall remain in full compliance with all applicable laws, regulations and other legal standards that may affect its performance under this agreement. The Chapter shall make all required filings, such as annual corporate reports and tax filings that may affect its corporate or tax status. [Note: language for this section is flexible because all chapters may not be fully incorporated.]
- C. The Chapter shall maintain reasonable records related to all of its programs, activities and operations. The Chapter shall submit regular written reports, no less than once a year, to IHN summarizing its programs, activities and operations; and a list of officers and directors.
- D. Develop and promote Chapter mission, goals and objectives; promote IHN mission, goals and objectives.
- E. Develop and maintain Chapter board and committee structure.
- F. Board Participation. Develop members to increase their eligibility to serve on the IHN and ICMA boards of directors.
- G. Annual Reporting. Chapter is requested to submit an annual report outlining its officers and directors, program activities, and a statement of financial standing for the 12 month period ending December 31 not later than March 1 of the following year.
- H. Programs and Activities. Chapter shall endeavor to sponsor and conduct programs and activities that further the purposes and objectives of IHN and shall use its best efforts to ensure that such programs and activities are of the highest quality with respect to content, materials, and logistical preparation. Examples include chapter programs and networking activities.
- I. Chapter Affiliation Dues: The Chapter shall pay annual affiliation dues, established to provide for local support of the activities of the national office, particularly those that support chapter activities including administration and program activities. The annual dues assessment shall be established by the IHN board of directors and be effective January 1 of each year. The Chapter shall provide the list of all Chapter members and contact information for each when submitting dues payment. The normal payment

schedule calls for Chapters to be invoiced in November of each year with payment due no later than March 31.

- J. Optional obligations:
 - a. Assist with logistics and planning for biannual conference.
 - b. Recruit members to become members of IHN national organization.
 - c. Provide speakers for ICMA and IHN conference sessions and regional meetings.

V. Obligation of both IHN and Chapter

- B. Promote Hispanic cultural heritage.
- C. Promote IHN national organizational and Chapter identity.
- D. Promote IHN awards, including Civic Engagement and Emerging Leader awards.
- E. Conduct semi-annual chapter meetings, one of which will be at the annual ICMA conference.
- F. Develop annual activities report to the IHN national organization. This information will be shared with other chapters to assist with program development in other regions.
- G. IHN encourages Chapter to submit articles about their activities for publication in IHN publications and on the IHN website. These articles may be submitted to ICMA for publication.
- H. Development of a mutual annual work plan that addresses:
 - a. Membership development
 - b. Professional development opportunities (including ICMA/IHN webinars)
 - c. Conferences and/or seminars
- I. Both IHN and Chapter shall receive the following benefits with respect to each other's conferences, if held:
 - a. 2 complimentary registrations
 - b. Free exhibit space
 - c. Conference program advertisement
 - d. Recognition of mutual Chapter organizations during opening and closing ceremonies
 - e. Recognition, links and promotion of mutual Chapter organizations on the IHN and Chapter Web sites, including placement of logos
 - f. If possible, the privilege of IHN presenting at least one educational session at Chapter's conference or events.

VI. Indemnification

Chapter shall indemnify, save and hold harmless IHN, its subsidiaries, Chapters, related entities, partners, agents, officers, directors, employees, members, attorneys, heirs, contractors, successors and assigns and each of them from and against any and all claims, actions, suits, demands, losses, damages judgments, settlements, costs and expenses (INCLUDING REASONABLE ATTORNEYS' FEES AND EXPENSES), and liabilities of every kind and character whatsoever (a "claim"), which may arise by reason of any act or

omission by Chapter or any of its subsidiaries, related entities, partners, officers, directors, employees, members, shareholders or agents or the inaccuracy or breach of any of the covenants, representations and warranties made by Chapter organization in this Agreement.


VII. Revocation or Surrender of Agreement

- A. Revocation of Agreement. The affiliation granted by IHN to the organization hereunder shall remain in full force and effect unless and until revoked by IHN or surrendered by its Board of Directors by an affirmative vote of at least two-thirds of the Board. If the affiliation is surrendered, the Chapter may no longer use the tax identification number.
- B. Surrender of Agreement. Chapter may surrender its affiliation agreement by delivering to IHN written notice of its intention to do so no less than thirty (30) days prior to the effective day of such surrender. If the affiliation is surrendered, the Chapter may no longer use the tax identification number.

INTERNATIONAL HISPANIC NETWORK

AUSTIN HISPANIC LATINO NETWORK

By: _____
Name:
Title:
Date:

By:  _____
Name: Rolando Fernandez Jr.
Title: AHLN, Board of Directors, Chair
Date: May 31, 2017

CHAPTER AGREEMENT

International Hispanic Network and **Phoenix Hispanic Network**

This Chapter Agreement is made by and between the International Hispanic Network (IHN), a national nonprofit incorporation and **Phoenix Hispanic Network (PHN)** and is made this day of June 2017,

The purpose of this Agreement is to acknowledge by both the above parties the agreement to the following terms:

I. Recognition of Chapter

- A. **Chapter.** IHN hereby recognizes **Phoenix Hispanic Network** as a Chapter organization and in accordance therewith, authorizes it to use the name “International Hispanic Network,” acronym “IHN” and logo of IHN in or in connection with **Chapter’s** name, acronym and logo, with the authority to use such marks in connection with Chapter’s activities authorized under this Agreement, subject to the terms and conditions of this Agreement and any written guidelines attached herein, or subsequently provided to the Chapter by IHN. Chapters shall use language stating they are “A Chapter of IHN” as part of their logo. IHN shall provide the artwork to the chapter.
- A. **Term and Termination.** The Term of this Agreement shall commence on the effective date set forth above and shall continue until revoked by either party, pursuant to the terms of this Agreement. Either party may request revisions to this agreement to enhance mutual partnership benefits.
- B. **Territory.** Chapter shall represent IHN as IHN’s Chapter in **Phoenix, Arizona** (the “Territory”) pursuant to and in accordance with IHN’s mission and purposes as set forth in IHN’s Articles of Incorporation and Bylaws or as otherwise established by IHN’s Board of Directors. The Chapter acknowledges that this designation is non-exclusive in the Territory and that IHN may, in its sole discretion, designate other Chapters in the Territory or may sponsor or conduct programs, accept members, and perform other activities within the Territory.
- C. **Authorized Activities.** IHN encourages the Chapter to conduct the following activities within the Territory: membership recruitment, professional development, education and training activities, networking activities, career enhancement and awareness activities and such other activities as may be consistent with the mission and purposes of IHN and in which IHN may from time to time authorize the Chapter to engage.

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- c. Maintain IHN Bylaws.
- d. Maintain a comprehensive membership database, provide for maintenance and advancement of a membership program for individuals, students, institutions and private sector organizations in accordance with a dues structure approved by the Board of Directors.
- e. Invoice and collect dues from IHN members, local governments and chapters for dues renewal. Conduct professional development programs that will benefit members.
- f. Maintain a national committee structure.
- g. Conduct national education and training conferences, regional seminars and networking activities in locations throughout the United States for the benefit of IHN members. Conduct national biannual conferences (contingent upon local representatives' ability to organize conference activities) with logistical and technical assistance to conference planners/organizers, including fundraising support.
- h. Conduct on-line training opportunities throughout the year.
- i. Provide marketing and educational publications, brochures and other promotional materials that may be made available to Chapters for their use.
- j. Maintain an IHN website to serve members and enhance promotion of IHN and the recruitment of members. All Chapters shall be listed on the website with a link to local/regional website, if available. IHN shall coordinate access to local/regional activities on the IHN website.
- k. Assign an IHN board member to be a liaison with each Chapter.
- l. Work with Chapters to identify and provide information on national issues impacting local governments.
- m. Serve as primary link with ICMA through the ICMA/IHN Chapter agreement.
- n. Optional obligations (*requires semi-annual financial reporting to IHN and may require additional fees commensurate with services provided):
 - i. *Allow Chapters use of the IHN tax-exempt status to fundraise.

- ii. *Provide banking and fiscal accounting services for Chapters.
- iii. Recruit members for Chapters.
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IV. Obligations of Chapter

- A. The Chapter certifies it was established as an IHN Chapter on _____ and has submitted bylaws approved by its governing body. The Chapter will provide bylaws updates to the IHN national organization. The Chapter shall have as its purposes those set forth in their bylaws, shall conduct its activities at all times in accordance with such bylaws and all other Chapter-related policies, procedures or other written guidance.
- B. The Chapter certifies that it is and shall remain in full compliance with all applicable laws, regulations and other legal standards that may affect its performance under this agreement. The Chapter shall make all required filings, such as annual corporate reports and tax filings that may affect its corporate or tax status. [Note: language for this section is flexible because all chapters may not be fully incorporated.]
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- D. Develop and promote Chapter mission, goals and objectives; promote IHN mission, goals and objectives.
- E. Develop and maintain Chapter board and committee structure.
- F. Board Participation. Develop members to increase their eligibility to serve on the IHN and ICMA boards of directors.
- G. Annual Reporting. Chapter is requested to submit an annual report outlining its officers and directors, program activities, and a statement of financial standing for the 12 month period ending December 31 not later than March 1 of the following year.
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contact information for each when submitting dues payment. The normal payment schedule calls for Chapters to be invoiced in November of each year with payment due no later than March 31.

- J. Optional obligations:
 - a. Assist with logistics and planning for biannual conference.
 - b. Recruit members to become members of IHN national organization.
 - c. Provide speakers for ICMA and IHN conference sessions and regional meetings.

V. Obligation of both IHN and Chapter

- B. Promote Hispanic cultural heritage.
- C. Promote IHN national organizational and Chapter identity.
- D. Promote IHN awards, including Civic Engagement and Emerging Leader awards.
- E. Conduct semi-annual chapter meetings, one of which will be at the annual ICMA conference.
- F. Develop annual activities report to the IHN national organization. This information will be shared with other chapters to assist with program development in other regions.
- G. IHN encourages Chapter to submit articles about their activities for publication in IHN publications and on the IHN website. These articles may be submitted to ICMA for publication.
- H. Development of a mutual annual work plan that addresses:
 - a. Membership development
 - b. Professional development opportunities (including ICMA/IHN webinars)
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- I. Both IHN and Chapter shall receive the following benefits with respect to each other's conferences, if held:
 - a. 2 complimentary registrations
 - b. Free exhibit space
 - c. Conference program advertisement
 - d. Recognition of mutual Chapter organizations during opening and closing ceremonies
 - e. Recognition, links and promotion of mutual Chapter organizations on the IHN and Chapter Web sites, including placement of logos
 - f. If possible, the privilege of IHN presenting at least one educational session at Chapter's conference or events.

VI. Indemnification

Chapter shall indemnify, save and hold harmless IHN, its subsidiaries, Chapters, related entities, partners, agents, officers, directors, employees, members, attorneys, heirs, contractors, successors and assigns and each of them from and against any and all claims, actions, suits, demands, losses, damages judgments, settlements, costs and expenses (INCLUDING REASONABLE ATTORNEYS' FEES AND EXPENSES), and liabilities of

omission by Chapter or any of its subsidiaries, related entities, partners, officers, directors, employees, members, shareholders or agents or the inaccuracy or breach of any of the covenants, representations and warranties made by Chapter organization in this Agreement.

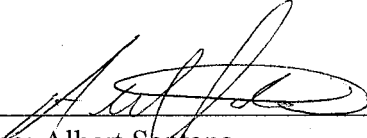
VII. Revocation or Surrender of Agreement

- A. Revocation of Agreement. The affiliation granted by IHN to the organization hereunder shall remain in full force and effect unless and until revoked by IHN or surrendered by its Board of Directors by an affirmative vote of at least two-thirds of the Board. If the affiliation is surrendered, the Chapter may no longer use the tax identification number.
- B. Surrender of Agreement. Chapter may surrender its affiliation agreement by delivering to IHN written notice of its intention to do so no less than thirty (30) days prior to the effective day of such surrender. If the affiliation is surrendered, the Chapter may no longer use the tax identification number.

INTERNATIONAL HISPANIC NETWORK

Phoenix Hispanic Network

By: _____
Name:
Title:
Date:

By:  _____
Name: Albert Santana
Title: Director of High Capacity Transit
Date: May 25, 2017



IHN/ICMA Mid-Year Review

Agreement	Status
Set goals for expanding membership in both organizations	
Identify additional sources of financial support for IHN	ICMA provided scholarship for IHN Emerging Leaders Award
ICMA executive board liaison on IHN board	Carlos Baia appointed
Meet annually to discuss common goals	Meeting scheduled at ICMA conference
Share membership database information	Periodic
Provide link to the other organization's website	Add ICMA to IHN website; IHN on ICMA website under affiliates tab
Publish one article annually in PM Magazine	Border cities article published in March PM
Articles in three ICMA Newsletters	
IHN publish three ICMA articles in newsletter	Newsletter on hold
IHN promote ICMA conference	
Joint sponsorship of one professional development webinar during term of agreement	
Ensure IHN representative on conference planning committee	Annual appointment
Provide information on ICMA conference scholarship opportunities	
ICMA publicize IHN events at ICMA	Included in program as "special event"
Four complimentary registrations at national conference	Need to confirm who will use at 2017 conference
ICMA facilitate IHN dinner registration	Registration starts June 2; need to provide information to ICMA
Provide IHN information in conference bags	IHN has opted not to provide – brochures available at booth
IHN membership information provided to all new ICMA members	2016 Annual report provided to ICMA
Explore joint membership opportunities for students	IHN offers free membership to students in ICMA university chapters
IHN to identify 5 new members for ICMA	
IHN to be represented on task forces	
Appoint IHN member to serve on each ICMA regional nominating committee	IHN had representatives on all regional committees (excluding international)
ICMA to strive for IHN member on ICMA Executive Board	Carlos Baia and Bert Lumbreras currently on board; Maria Hurtado nominated for next term
Four complimentary registrations at respective conferences	Need to designate for 2017 ICMA conference
Free exhibit space at conference	Annual
Conference program advertisement	Need to provide to ICMA
ICMA conference sessions	Three sessions at 2017 ICMA conference



IHN/NFBPA Mid-Year Review

Agreement	Status
Schedule on annual meeting to exchange strategic plans, goals, etc.	
Appoint non-voting liaison to each organizations executive board	
Share member database	
Provide link on each organization’s website	
Research issues of mutual interest and/or provide professional services	Establishing a working committee to identify issues of mutual concern
IHN to promote NFPA’s Executive Leadership Institute to IHN members	
IHN to promote NFBPA’s Mentor Program to IHN members	
NFBPA to promote IHN’s Padrinos/Madrinas Coaching Program	
Address the development and funding of potential professional development opportunities	Working together on four webinars (funded by ICMA-RC)
Work together to increase the number of minority students in undergraduate and graduate programs	Both organizations offer free membership to members of ICMA student chapters
Work with ICMA to ensure inclusion of minorities within the ICMA organization	
At least one member of IHN or NFBPA serve as appointed member on the ICMA regional nominating committees	IHN had representatives on all regional committees (excluding international)
Encourage members to apply for ICMA and state association awards	
Work with ICMA to assure strong minority participation in the ICMA national conference, and develop conference sessions relevant to minority communities and minority managers	Co-sponsoring session at ICMA conference
Sponsor and conduct conferences, workshops, seminars and research of mutual interest	
Identify opportunities for joint sponsorship of conferences, workshops, networking events, etc.	Co-sponsoring Bay Area event in September (with WLG, CalNAPA)
Provide two registrations at regional seminars and workshops; provide four registrations at national conferences	Magda Gonzalez and Danny Alfonso attended NFBP conference and organized a conference session
Provide exhibit space at each others events	
Joint membership recruitment	
Joint fund development	



**IHN Annual Meeting
June 16, 2017**

12:00 PM Eastern, 11:00 central, 10:00 Mountain, 9:00 AM Pacific and Arizona Time Zones

Agenda

- A. Welcome & Introductions – Veronica
 - a. Current Board Members
 - b. New Board Members
 - c. Outgoing Member: Yocelyn Galiano
- B. 2016 Accomplishments
 - a. IHN biannual conference in Austin – Rolando
 - b. Regional events – Maria
 - c. Increased membership – Rolando or Ray
 - d. Awards - Veronica
 - i. Civic engagement
 - ii. Emerging leaders
 - iii. Joel Valdez award
 - e. Website redesign – Ray or Gabe
- C. 2017 Goals/Activities
 - a. Membership – Rolando or Ray
 - i. IHN membership benefits
 - ii. Chapter agreements (Austin & Phoenix)
 - 1. Expand in 2018
 - b. Volunteer for committees (attached)
 - c. Rebranding/new logo – Veronica
 - d. Madrinas/Padrinos Coaching Program – Maria
 - e. ICMA conference (October 22-25) – Karen
 - i. IHN sessions
 - ii. IHN dinner – Henry Cisneros featured speaker
 - f. Partnership with ICMA - Veronica
 - g. Partnership with NFBPA
 - i. Participation in NFBPA conference – Magda
 - ii. Working Committee with NFBPA to identify issues of mutual concern – Magda
 - 1. Preparing white paper on practitioner-in-residence best practices
 - iii. Working with new president on work plan on mutual issues – Veronica
 - h. Other
- D. 2018
 - a. Hold the date – IHN biannual conference – Samantha
 - i. Phoenix, AZ
 - ii. October 25-26, 2018