



Board of Directors Meeting
MINUTES
April 17, 2019

1. CALL TO ORDER

- ❖ President Gonzalez called the Board of Directors Meeting to order at 9:01 AM.

2. ROLL CALL

- ✓ President, Nicholas Gonzalez
- ✓ Vice President, Izzy Murguia
- ✓ Director of Programming, Monica I. Martinez
- ✓ Director of Membership Services, Dominique Samario
- ✓ Immediate Past President, Ashley Garcia
- ✓ Region Four Representative, Justine Garcia
- ✓ Region Five Representative, Alfa Lopez
- ✓ Region Six Representatives, Dia Turner & Paolo Kespradit
- ✓ Region Seven Representative, Michael Johnston
- ✓ Region Eight Representatives, Stephanie Boyce & Sylvia Solis Daniels
- ✓ ICMA Representative, Dave Mora
- ✓ Executive Director, Kevin Kilkenny

Absent:

Director of Communications/Secretary, Kristen Nelson
Director of Finance/Treasurer, Ryan Hallett Hinton
Region One Representative
Region Two Representative
Region Three Representative
Institute for Local Government Representative, Melissa Kuehne
League of California Cities Representative, Meghan McKelvey
MMANC Representative, Carla Hansen

3. APPROVAL OF MINUTES

- ❖ President Gonzalez presented the minutes from the Board of Directors Meeting on Wednesday, March 20. Motioned by Director of Programming Martinez, Seconded by Region 6 Representative Turner. The Board of Directors unanimously approved the minutes.

4. PRESIDENT'S REPORT

- ❖ President Gonzalez reminded the Board that anything needing signature for MMASC can only be signed by the President and to please email him whatever we need. He also reminded the Board that he should be notified of any communication with Corporate Partners and potential sponsorships.

- ❖ President Gonzalez thanked the Board for approving the new Agreement with ARC.
- ❖ President Gonzalez reminded the Board that he would be traveling to Sacramento to present with MMANC to encourage more County involvement. He will provide a recap at the next Board meeting. He also told the Board that an updated City Manager list from the League would be available upon request from Director of Programming Martinez, as well as an updated list of ICMA resources provided by Dave Mora.
- ❖ President Gonzalez informed the Board of the efforts to conduct site visits to select the hotel for the 2020 Annual Conference in San Diego.
- ❖ President Gonzalez discussed efforts regarding Veteran membership and gave an update on the Mentorship program. He also requested level of interest in participating on a Fun Committee.

5. VICE PRESIDENT'S REPORT

- ❖ Vice President Murguia shared that the Annual Conference Planning Committee kick off meeting was held on March 27. The Committee was assigned roles and responsibilities and scheduled an update call for next week. Call for Speakers is still out with a deadline of May 31.
- ❖ Vice President Murguia requested assistance with gathering raffle prizes for Annual Conference; 2 per Region and 1 per Executive Member.
- ❖ Vice President Murguia traveled March 20-22 to participate in ICMA's West Coast Regional Conference; they are making updates to their voting rights and are seeking feedback from their members on Tenets 5 & 6 of the Code of Ethics. He met with MMANC's Vice President and Marc Ott (ICMA) to discuss ways that MMASC & NC can better collaborate with ICMA; shared interests include university outreach and diversity.
- ❖ Vice President Murguia gave a brief update on CGL course approvals.

6. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT

- ❖ President Gonzalez gave Director of Communications/Secretary Nelson's presentation on her behalf. She thanked everyone for helping with Winter Forum which had 112 attendees and a great turnout at the reception afterwards. She also thanked Alfa and Laena for their assistance at the event. The event resulted in a profit. There will not be a survey, but feedback is always appreciated.
- ❖ Access to photos from the event have been provided by Tripepi Smith; a link is available in the Board Report.
- ❖ Communications/Secretary Nelson asked that Board members please review their reports before submitting because there have been some recurring errors.
- ❖ Communications/Secretary Nelson provided an update on recurring Webex and email issues; please continue to let her know if you have issues with the platform so we can try to troubleshoot; we are looking at other possible conference call solutions; this includes email issues – MMASC moved to a new spam email system so the Board is likely receiving a lot of quarantine email notifications.
- ❖ Communications/Secretary Nelson provided username and password access to MMASC SurveyMonkey account in her Board Report; surveys require Executive Board pre-approval from Director of Programming Martinez.

7. DIRECTOR OF FINANCE/TREASURER'S REPORT

- ❖ President Gonzalez gave Director of Finance/Treasurer Hallett Hinton's report on his behalf. As of April 11, the balance in the checking account is \$71,000 and \$70,000 in the savings account.

The latest statement reflects a \$15,000 payment that was made to this year's Annual Conference venue.

- ❖ Director of Finance/Treasurer Hallett Hinton shared that the Board wanted to start providing annual regional balance reports so it is clear how much funding is available to each region; each has \$1,000 to put on regional programming; if larger events produce excess revenue, the maximum regional fund will remain at \$1,000 with surplus going into the "general fund" for the organization. Anything over \$1,000 should be requested through the Executive Board in advance.
- ❖ Region 8 asked for guidance/parameters to specifics on how the regional budget can be spent. President Gonzalez shared that the funding could be spent on any kind of programming or networking events but that it could not be used to purchase alcohol.

8. **DIRECTOR OF PROGRAMMING'S REPORT**

- ❖ Director of Programming Martinez is excited to see so many events on the calendar.
- ❖ Director of Programming Martinez gave a brief update on Summer Session on August 8 in Fullerton and requested that any interested speakers apply through the website.
- ❖ Director of Programming Martinez stated that the Cal-ICMA Ethics Committee met on March 18 and that a sub-committee was created to review Tenets 5 & 6; The next meeting is scheduled for May 20.
- ❖ Director of Programming Martinez also shared that the Cal-ICMA Student Chapter & Outreach had a meeting on March 27. They are looking at creating a fellowship within Cal-ICMA; a survey was included in WHW asking students questions about next gen talent getting involved in local government.
- ❖ Director of Programming Martinez reminded the Board that event flyers need reviewed prior to being posted/ sent to the membership.
- ❖ Vice President Murguia asked if we were planning to conduct other events similar to last year's outreach to Pomona students. Director of Programming Martinez said she would discuss it offline but that she was interested in hosting similar events.

9. **DIRECTOR OF MEMBERSHIP SERVICES' REPORT**

- ❖ Director of Membership Services Samario stated that we have over 800 members at the close of March; she emailed lapsed members from March and received renewals as a result of that outreach. She encouraged the Board to always check membership reports and reach out to new and lapsed members because it helps with retention.
- ❖ Director of Membership Services Samario briefly discussed the Veteran's membership concept and shared an interest in diversifying our membership.
- ❖ Director of Membership Services Samario gave an update on Women's Leadership Summit, sharing that the official date, location and partnership with WLG is secured. They have already conducted a site visit to the venue (Huntington Library). The new formatting includes breakout sessions with roundtable discussions.

10. **IMMEDIATE PAST PRESIDENT'S REPORT**

- ❖ Immediate Past President Garcia had nothing new to report.

II. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

- ❖ None.

B. CHANNEL ISLANDS (REGION 2)

- ❖ None.

C. DESERT (REGION 3)

- ❖ None.

D. INLAND EMPIRE (REGION 4)

- ❖ Region Four Representative Garcia shared that the Region is excited for their upcoming Temecula Wine Mixer; the flyer went out in today's WHW and registration is open.
- ❖ The Board will meet in May to plan the rest of their annual events.

E. NORTH LOS ANGELES COUNTY (REGION 5)

- ❖ Region Representative Lopez informed the Board that the Region had to look for alternative locations for their annual Trackside event and decided on the LA Arboretum; they are working to gather CMs to help with roundtable discussions.

F. SOUTH LOS ANGELES COUNTY (REGION 6)

- ❖ Region Representative Turner provided numerous updates on the Regions upcoming events, including a time and possible cost change to their upcoming CM Event (June 13), a location change for their Dress for Success Event (date still TBD), a save the date for the Culver City lunch and learn (May 23), efforts towards finalizing the Long Beach EOC Tour.
- ❖ Region Representative Turner also mentioned that Harvard Westlake has an internship program where they place High School Juniors and Seniors as interns over the summer and during the year; they are interested in students gaining access to government work. Harvard Westlake pays for the interns who report back to other students about their experiences upon completion. President Gonzalez requested an email with this information.

G. ORANGE COUNTY (REGION 7)

- ❖ Region Co-Chair Johnson provided an update on their April 10 Segerstrom Tour. They are now looking at hosting a summer lunch and learn event with a panel of representatives from various OC cities to discuss homelessness.
- ❖ Region Co-Chair Johnson informed the Board that the Region had a call yesterday to try and finalize their member survey which, once reviewed and approved by Director of Programming Martinez, will be distributed to their region.

H. SAN DIEGO COUNTY (REGION 8)

- ❖ Region Co-Chair Boyce provided an update on numerous events, including their recent Brunch with Exec event on March 28 was very successful with 37 registered and 8 ACM in attendance. The roundtable format allowed for both guided and organic Q&A. Additionally, the region is currently prepping for their upcoming Brewery Tour but has alternative events lined up in case sponsorship funding does not come through. The Padres event is set for

Saturday, September 7th and the region is currently communicating with WLG to potentially partner on an upcoming Tea in the City of Encinitas where the topic of conversation would be discussions focused on authenticity. President Gonzalez asked to be kept in the loop as this could be an opportunity to formalize a broader affiliate agreement with WLG.

12. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT

- ❖ ICMA Representative Dave Mora reminded everyone about the upcoming webinar on May 16 which he knows has been advertised in the WHW.

13. EXECUTIVE DIRECTOR'S REPORT

- ❖ Executive Director Kilkenny had nothing new to report.

14. UNFINISHED BUSINESS

- ❖ None.

15. NEW BUSINESS

- ❖ None.

16. ANNOUNCEMENTS / GOOD OF THE ORDER

- ❖ None.

17. ADJOURNMENT

- ❖ President Gonzalez adjourned the Board of Directors Meeting at 9:55 AM.