



**Board of Directors Meeting**  
**MINUTES**  
July 17, 2019

**1. CALL TO ORDER**

- ❖ Vice President Murguia called the Board of Directors Meeting to order at 9:03 AM.

**2. ROLL CALL**

- ✓ President, Nicholas Gonzalez
- ✓ Vice President, Izzy Murguia
- ✓ Director of Communications/Secretary, Kristen Nelson
- ✓ Director of Finance/Treasurer, Ryan Hallett Hinton
- ✓ Director of Programming, Monica I. Martinez
- ✓ Director of Membership Services, Dominique Samario
- ✓ Immediate Past President, Ashley Garcia
- ✓ Region Four Representative, Matt Hickey
- ✓ Region Five Representative, Alfa Lopez
- ✓ Region Six Representative, Dia Turner
- ✓ Region Seven Representatives, Joseph Cisneros & Lori Karaguezian
- ✓ Region Eight Representative, Sylvia Solis Daniels
- ✓ Executive Director, Kevin Kilkenny

Absent:

Region One Representative  
Region Two Representative  
Region Three Representative  
League of California Cities Representative, Meghan McKelvey  
ICMA Representative, Dave Mora  
Institute for Local Government Representative, Melissa Kuehne  
MMANC Representative, Carla Hansen

**3. APPROVAL OF MINUTES**

- ❖ President Gonzalez presented the minutes from the Board of Directors Meeting on Wednesday, June 19. Motioned by Region 6 Representative Turner, seconded by Director of Programming Martinez. The Board of Directors unanimously approved the minutes.

**4. PRESIDENT'S REPORT**

- ❖ President Gonzalez informed the Board that the deposit for the Hyatt La Jolla hotel had been paid. He also stated that efforts to conduct site visits for the 2021 hotel selection process would also occur later this year in an effort to plan ahead.
- ❖ President Gonzalez attended the League CM Department Meeting on June 19. Both the current and incoming President took the floor with incoming President Reva Feldman sharing her goals

and intentions for the coming year. One item in particular was the desire to engage with the next generation of local government leaders, mostly interns but youth in general. There was discussion about MMASC helping the League accomplish this goal.

- ❖ President Gonzalez gave an update regarding Annual Conference Scholarships.
- ❖ President Gonzalez announced Pat Martel as the new ICMA West Coast Regional Director.

#### **5. VICE PRESIDENT'S REPORT**

- ❖ Vice President Murguia provided an update on Annual Conference, stating that the team has evaluated over 75 proposals and are 90% finished with finalizing the program. There are a handful of sessions that require approval from President Gonzalez. The Exhibitor Guide is fully designed but still requires content. The golf course has been secured at \$85 per person.
- ❖ Vice President Murguia shared an update about Executive Board Elections, stating that the nomination period would open on July 24 and close August 8 at Summer Session. Voting will take place August 14-28 with a final announcement occurring Thursday, September 12 via separate email rather than September 11 to honor the day.
- ❖ Vice President Murguia reminded the Board to please continue to work on soliciting raffle prizes for Annual Conference.

#### **6. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT**

- ❖ Director of Communications Nelson stated her intention to have UberConference up and running for announcement at the Mid-Year Meeting and to begin use in August.
- ❖ Director of Communications Nelson gave a brief update on Region 3's efforts in the Desert.
- ❖ Director of Communications Nelson attended the League's Division Meeting on July 8 in Temecula and informed the Board that there were many wonderful things said about the organization and that the League's upcoming Division Golf Tournament could be an opportunity for MMASC to have additional representation.
- ❖ Director of Communications Nelson informed the Board that she had been in touch with the Elections Committee and that a flyer and WHW schedule had been created.
- ❖ Director of Communications Nelson stated that she had received two raffle prizes for Annual Conference and was waiting to get responses from many others.
- ❖ Director of Communications Nelson shared that she had been in touch with Director of Membership Samario about working on the Veteran membership concept.
- ❖ Director of Communications Nelson reminded everyone to check their Board Reports for accuracy before submitting for the agenda to help save time on editing.
- ❖ Director of Communications Nelson informed the Board that President Gonzalez agreed to touch base with Cal-ICMA, the League, and MMANC to look into interest with co-hosting the State Reception and/or organizing an SC/NC networking breakfast. President Gonzalez asked that the Board inform him of their attendance at ICMA's Annual Conference so that a list of interested persons could be on file.

#### **7. DIRECTOR OF FINANCE/TREASURER'S REPORT**

- ❖ Director of Finance/Treasurer Hallett Hinton included a Statement of Activity through June 30, 2019 as part of his report and shared that the checking account contained \$102,723.52 and \$70,268.68 in savings.

- ❖ Director of Finance/Treasurer Hallett Hinton informed the Board that a spreadsheet documenting each Regional Board's event fund balance was distributed via email to each Region and that anyone with questions can reach out to him for more information.

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

- ❖ Director of Programming Martinez informed the Board that she would no longer be able to host nor attend the July 20 Mid-Year Meeting due to personal obligations but thanked the Executive Board for helping take over the meeting. Final RSVP's were requested before the end of the business day.
- ❖ Director of Programming Martinez gave an update on Summer Session, announcing that all speakers had been finalized and that the Committee is working to finalize logistics. She asked for volunteers to introduce speakers and to help manage the registration table. As of this morning, there are 77 registered attendees.
- ❖ Director of Programming Martinez stated that the ICMA Ethics Subcommittee continues to work on two proposals to submit for the League Conference in January 2020.
- ❖ Director of Programming Martinez stated that the next Cal-ICMA Student Chapter & Outreach meeting is scheduled for tomorrow.

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

- ❖ Director of Membership Services Samario thanked Director of Programming Martinez for helping her run membership reports while she was on maternity leave.
- ❖ Director of Membership Services Samario informed the Board that as of July 1, membership stands at 820.
- ❖ Region 8 Co-Chair Solis Daniels will send an email advising as to a potential error on the membership list which will be investigated.

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

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

#### **11. REGION CHAIR REPORTS**

##### **A. CENTRAL COAST (REGION 1)**

- ❖ Region 1 did not have a representative on the call. Their report is on file.

##### **B. CHANNEL ISLANDS (REGION 2)**

- ❖ None.

##### **C. DESERT (REGION 3)**

- ❖ Region 3 did not have a representative on the call. Their report is on file.

##### **D. INLAND EMPIRE (REGION 4)**

- ❖ Representative Hickey informed the Board that Region 4 has finalized an October 10 speed networking event. They are working to secure City Managers to do a panel discussion with Q&A.

**E. NORTH LOS ANGELES COUNTY (REGION 5)**

- ❖ Representative Lopez announced an August 29 event in the City of Alhambra which will focus on economic development in the city. A networking mixer will conclude the event. More details will be distributed to the Board once they become available, with a flyer and calendar notice being posted in the near future.

**F. SOUTH LOS ANGELES COUNTY (REGION 6)**

- ❖ Representative Turner shared that the Gateway City Managers event on June 13 was also a success with a Q&A and discussion on work-life balance receiving a lot of compliments from attendees. The Gateway City Managers are interested in collaborating with the Region to host an event focused on encouraging women to become City Managers; a conference call is scheduled for August to go over the details. Their next meeting will be a breakfast in June in La Mirada where they hope to have a longer session focused on succession planning.
- ❖ Representative Turner informed the Board that they are looking to reschedule their April Dress for Success event and are working to schedule the Long Beach EOC Tour for August or September. The Long Beach City Manager has also mentioned an interest in our membership touring their new City Hall.

**G. ORANGE COUNTY (REGION 7)**

- ❖ Representative Karaguezian informed the Board that the Region's recent New Fiscal Year event was a success with approximately 20 members in attendance. Photos of the event are included in their report. Their Region has seen positive feedback on their approach to send personal invitations to their membership.
- ❖ Representative Karaguezian stated that the Region was working on a lunch and learn, another informal event, and their annual OCCMA luncheon.

**H. SAN DIEGO COUNTY (REGION 8)**

- ❖ Region Co-Chair Solis Daniels stated that the Region has received 17 RSVP's thus far for their upcoming social mixer at the Yard House in Carlsbad and invited the Board to attend.
- ❖ Region Co-Chair Solis Daniels stated the Board's intent to cross-promote the Padre event with neighboring Regions in the hopes of having a larger turnout.
- ❖ Region Co-Chair Solis Daniels gave a brief update on the Region's efforts to plan future events and informed the Board that the Region was continuing to look into MMASC merchandise which would be available to region event attendees and ordered sustainably rather than in bulk as swag.
- ❖ Director of Communications Nelson stated that she is aware of the hyperlink error on the Padre Game flyer in the WHW and that it will be fixed by the time next week's newsletter goes out.

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

- ❖ None.

**13. EXECUTIVE DIRECTOR'S REPORT**

- ❖ Executive Director Kilkenny stated that he would look into the email issues Board members have been having and asked that the Board forward him any examples of these issues so he can try to troubleshoot the problem.

**14. UNFINISHED BUSINESS**

- ❖ None.

**15. NEW BUSINESS**

- ❖ None.

**16. ANNOUNCEMENTS / GOOD OF THE ORDER**

- ❖ President Gonzalez reiterated the request for all Mid-Year Meeting RSVP's to be in by the end of the day and reminded everyone to register for Summer Session and Annual Conference, paying particular attention to Annual Conference hotel bookings because of the speed with which the room block is filling up.

**17. ADJOURNMENT**

- ❖ President Gonzalez adjourned the Board of Directors Meeting at 9:47 AM.