



To: All Current Mano a Mano Board Members and Membership  
From: Mano A Mano Nominating Committee- Election Cycle 2019-2021  
Date: November 15, 2019  
Re: **Open Call for Mano a Mano, Inc. Board Nominations-  
Close Date – 11:59pm (Eastern Time) on November 30<sup>th</sup>, 2019**

2020- 2022 Nominating Committee Report and Call for Nominations;

Mano a Mano was incorporated as a non-profit agency in 2004. The organization elects members of the board every two years, and the positions are staggered in order to ensure continuity. Board members serve four-year terms. This year, the following positions are open for nominations:

**President** – 2020 - 2022  
**Vice-President** (special election) – 2020 - 2021  
**Treasurer** (special election) – 2020 - 2021  
**Secretary** – 2020 - 2022

Eligibility Requirements:

- Executive Board Positions: All members who are a current member of Mano a Mano, Inc.
- Regional Board Representative Positions: All members who are a current member of Mano a Mano and who reside in the designated regional area (same areas as RID Regions, see: <http://www.rid.org/membership/rid-regions-map/>)

Current Officers who are in their first term of office may seek reelection from the membership or if in their second term; seek another board position.

The Nominating Committee will review all nominations submitted; recruit individuals to serve and initiate an election process for any contested board positions.

The mission of Mano a Mano, Inc. “As an organization of trilingual (Spanish-English-ASL) interpreters that believes in high quality services for our Deaf and hearing stakeholders, it is the mission of Mano a Mano to provide an infrastructure for access to trilingual interpreting resources, support professional development for trilingual interpreters, educate the public about trilingual interpreting, and advocate for appropriate policies concerning the provision of trilingual interpretation.

**Please consider this an earnest and open call to serve your organization Mano a Mano, Inc. and work to continue the legacy and work of the organization to this critical mission!**

If you are willing to run. Please provide your name; location and indicate which board position(s) you are willing to serve if elected.

- Email nominations to the Nomination Committee Chair at [Nominations@manoamanoinc.org](mailto:Nominations@manoamanoinc.org)
- **Open call for nominations from membership will close November 30, 2019 11:59 PM Eastern Standard Time**
- Elections will run on-line following the nominations period. Results will be announced electronically and officers will take over on January 1<sup>st</sup> 2020. New Board Members should be ready to attend the last Board meeting of 2019 that will place on December 19<sup>th</sup>, 2019 from 8:00 PM-10 PM ET via Zoom.

Sincerely,

Eli Sierra, Chair Nominations Committee  
Carmelo Falú, (CA) Nominations Committee Member  
Armando Orozco (CA), Nominations Committee Member

Current Board (elected members), including terms:  
Interim President, Vernon Leon (term ends 2019)  
Interim Vice-President, Orlando Obeso (term ends 2019)  
Interim Secretary, Ruth De Jesus (term ends 2019)  
Treasurer, Sara Romes (term ends 2019)  
Region 1 Representative, vacant  
Region 2 Representative, Kenton Myers (on moratorium)  
Region 3 Representative, vacant  
Region 4 Representative, vacant  
Region 5 Representative, Caleb López (on moratorium)  
Member at Large, vacant (on moratorium)  
Deaf Member at Large, Roberto Sandoval (on moratorium)

Note: Beginning with the current election, there will be one Member at Large seat for a hearing member of the organization and one seat for a Deaf member of the organization.

Also participating on the Board (non-elected positions):  
Chair, Membership Committee, Orlando Obeso  
Chair, International Committee, vacant

Chair, Translation Committee, vacant

**The following descriptions of board positions are from the current version of the Mano a Mano Bylaws.**

### **Duties of Board Members**

#### **Section 1- President**

1. Be a member in good standing of the national organization;
2. Preside or appoint a presiding officer at all meetings of the organization and of the Executive Board;
3. Serve as one (1) of three (3) officials authorized to endorse financial documents of the organization;
4. With the support of the Executive Board, President appoints Chairs and Committees not otherwise provided for in the Bylaws;
5. Report at least once a year to the membership on the “State of the Organization.”
6. Cast the deciding vote in case of a tie, except in elections;
7. Serve as ex-officio member of all committees except the Nominating Committee;
8. Appoint members to serve as liaisons in various capacities which directly impact the organization; and
9. Represents the corporation in all appropriate activities.

#### **Section 2- Vice-President**

1. Be a member in good standing of the national organization;
2. Preside in the place of the president whenever needed;
3. Be responsible for planning and convening the annual membership meeting; and
4. Perform any other duties assigned by the President.

#### **Section 3- Secretary**

1. Be a member in good standing of the national organization;
2. Keep accurate and complete minutes of all organizational meetings and meetings of the Executive Board;
3. Maintain all business files of the organization;
4. Notify each member of the Executive Board of the location and time of Executive Board meetings; and
5. Serve as one (1) of the three (3) officials authorized to endorse financial documents of the corporation.

#### **Section 4- Treasurer**

1. Be a member in good standing of the national organization;
2. Supervise the receipt and safekeeping of all funds of the corporation and bank deposits;
3. Ensure that funds shall be paid out only on checks of the corporation signed by the official officers designated and authorized by these Bylaws;
4. Serve as one (1) of three (3) officials authorized to endorse financial documents of the organization; and
5. Maintain accurate records of all monies belonging to the organization;

### **Section 5- Region Representative**

1. Be a member in good standing of the national organization;
2. Be responsible for dissemination of information to all members in good standing within their regions; and
3. Gather all correspondence and feedback from members of their regions and send copies to all Executive Board members.

### **The Mano a Mano Regions are as follows:**

1. Region I: Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, Pennsylvania, Rhode Island, and Vermont
2. Region II: Alabama, District of Columbia, Florida, Georgia, Maryland, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, and Virginia
3. Region III: Illinois, Indiana, Kentucky, Michigan, Minnesota, Ohio, and Wisconsin
4. Region IV: Arkansas, Colorado, Iowa, Kansas, Louisiana, Missouri, Montana, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, and Wyoming
5. Region V: Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Utah, Washington

### **Section 6- Member-at-Large**

Two (2) Board seats: one to be occupied by a Deaf member of the organization, and the other a hearing member of the organization. Each of the two Members-at-Large shall:

1. Be a member in good standing of the national corporation;
2. Act as a representative for the general membership, whose focus should be how any policies the Board wishes to enact will impact the general membership;
3. Act as head of committees if and when requested by the Board;
4. Represent the corporation in appropriate events when deemed necessary; and
5. Support the Board in its decisions.

I, \_\_\_\_\_ living in \_\_\_\_\_

am a current member of Mano a Mano, Inc. I am willing if elected to serve (or continue to serve) in the office(s) of

---

---

Thank you for your consideration.

\_\_\_\_\_ Signature or (Electronic Signature)