



To: All Current Mano a Mano Board Members and Membership  
From: Mano A Mano Nominating Committee - Election Cycle 2024-2026  
Date: November 13, 2023  
Re: Open Call for Mano a Mano, Inc. Board Nominations-  
Close Date – **11:59pm** (Eastern Time) on **November 27, 2023**

2023- 2025 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 two-year terms. This year, the following positions are open for nominations:

- President – Term: 2024 – 2026
- Secretary – Term: 2024 – 2026
- Region 1 Representative – Term: 2024 – 2026
- Region 3 Representative – Term: 2024 – 2026
- Region 5 Representative – Term: 2024 – 2026
  
- Region 4 Representative – Term: 2024 – 2025

**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.

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 fill out a nominations form ([https://docs.google.com/forms/d/e/1FAIpQLSep2eLdg89qgvjMpo\\_0feyRm6FywtlKmik3muFWSDFA\\_msJBg/viewform](https://docs.google.com/forms/d/e/1FAIpQLSep2eLdg89qgvjMpo_0feyRm6FywtlKmik3muFWSDFA_msJBg/viewform)). The Nominating Committee will review all nominations submitted; recruit individuals to serve and initiate an election process for any contested board positions. For questions regarding the nominations or elections process, please send an email to [Nominations@manoamanoinc.org](mailto:Nominations@manoamanoinc.org).



### **Timeline for this election**

- Open call for nominations from membership will start on Nov 13, 2023 and will end on November 27, 2023 at 11:59 PM ET.
- Following the nominations period, elections will run online from December 1 - December 8, 2023 at 11:59 PM ET.
- Results will be announced electronically by December 13, 2022 and officers will take over on January 1, 2024.
- New Board Members should be ready to attend the last Board meeting of 2023 that will take place on December 16, 2023 from 2:00 PM-4 PM ET via Zoom.

### **Current Board (elected members):**

- President, Ruth de Jesus (term ends 2023)
- Vice-President, Claudia Mansilla (term ends 2024)
- Secretary, Juan Ramirez (term ends 2023)
- Treasurer, Jessica Gamez (term ends 2024)
- Region 1 Representative, Erin Sanders-Sigmon (INTERIM) (term ends 2023)
- Region 2 Representative, Monica Gallego (term ends 2024)
- Region 3 Representative, Maria Dively (term ends 2023)
- Region 4 Representative, Jorge Santiago O'Neill (INTERIM) (term ends 2024)
- Region 5 Representative, Sandy Pascual (term ends 2023)

### **Also participating on the Board (non-elected positions):**

- Chair, Membership Committee, Orlando Obeso
- Chair, International Committee, vacant
- Chair, Translation Committee, vacant

### **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.”

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



## **Duties of Board Members**

### **President**

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

### **Secretary**

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

### **Region Representative**

- a. Be a member in good standing of the national organization;
- b. Be responsible for dissemination of information to all members in good standing within their regions;
- c. Gather all correspondence and feedback from members of their regions and send copies to all Executive Board members;
- d. Assist petitioning groups seeking “affiliate chapter” status under Mano a Mano Inc. throughout the proper guidelines and processes; and
- e. Support the Board with its decisions.

### **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