



# INSTITUTE FOR LOCAL GOVERNMENT<sup>SM</sup>

*Promoting Good Government at the Local Level*

Subject: Interest in Serving on ILG Board of Directors

The Institute is a 501(c)(3) nonprofit organization dedicated to promoting good governance at the local level. Under the Institute's bylaws, the Institute's board is comprised of the following:

- Between 7 and 21 directors, who are selected for their experience, ability and commitment to the purposes of the Institute;
- Two seats on the board are reserved for the executive directors of the League and CSAC;
- Two seats on the board are reserved for League/CSAC board liaison members, who help maintain open lines of communication between the Institute and the League and CSAC boards; and
- Three additional liaisons between the city managers department, the county administrator's organization, and the combination of the northern and southern California municipal management associations (MMANC and MMASC) who help maintain open lines of communication between the Institute and those groups.

General board members serve for staggered, three-year terms and are selected by the ILG board; liaison members are selected by their respective organizations and serve one-year terms.

Like most boards, the Institute board is concerned about having a balanced board membership. The board seeks geographic, ethnic and gender diversity; it also seeks a diversity of perspective, including background in local government service (county and city), as well as professional diversity (finance, law, communications/marketing, business and academic). Fundraising abilities are also highly valued, especially as the Institute endeavors to grow its endowment for long-term financial stability and support. The Institute for Local Government has a 100% giving board.

The Institute board meets on a quarterly basis. Three of these meetings are in Sacramento and occur from 10 to 2 (although committee meetings may occur after or before board meetings as well). Board committees (Governance, Advancement, Finance and Executive) also meet by conference call between meetings. The Institute board also has an annual retreat in August that runs a day and a half and rotates between northern and southern California.

If you would like to be considered for board membership, the Institute's Governance Committee would welcome a letter of interest that describes 1) the source of your interest in serving on the board, 2) your background and experience with the Institute's various program areas, 3) how your background would add to the perspectives represented on the board, and 4) any additional information that demonstrates your commitment to the purposes of the Institute.

Please address letters to:

ILG Governance Committee  
c/o Institute for Local Government  
1400 K Street, Suite 205  
Sacramento, CA 95814

Or email your letter to [info@ca-ilg.org](mailto:info@ca-ilg.org). Thank you for your interest in the Institute!