

**January 13, 2009**  
**DCARA Board Meeting Minutes**

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3 **Meeting Called to Order: 7:20 PM**

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5 **Present:** Jenny Cantrell, Joe Fercho, Chris Held, Michael Higgins, Jaime  
6 Jackerson, Sunnie Kaufman, Patty Lessard, Isidore Niyongabo, Liann Osborne,  
7 Karina Pedersen, Andrew Phillips, Roberto Solorzano

8  
9 **Excused:** N/A

10  
11 **Staff Present:** ED Jim Brune

12  
13 **Visitors:** None

14  
15  
16 **MO 1/13/09-1**

17 Pedersen (Cantrell) moved to nominate Andrew Phillips to become Board  
18 Secretary. MSPASSED

19  
20 **MO 1/13/09-2**

21 Lessard (Solorzano) moved to accept the October 2008 minutes as corrected.  
22 MSPASSED

23  
24 **Corrections to the October 2008 minutes:**

25  
26 The minutes were approved as read.

27  
28 **Corrections to the December 2008 minutes:**

29  
30 The minutes were tabled to the February meeting.

31  
32 **Officers' Reports**

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34 **President: Liann Osborne**

35  
36  
37 Welcome to our first Board meeting for the year 2009. Thank you everyone for  
38 attending the Welcome Party on January 9<sup>th</sup>, it was clear that the staff and board  
39 members enjoyed the opportunity to get to know one another. I would love to see  
40 this kind of event happen again in the near future.

41  
42 Under New Business we will need to nominate a secretary for the year of 2009.

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1 Please do sign up for DCARA's e-news; it can be done online.

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3 **Vice President: Roberto Solorzano**

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5 For those of you who are interested in joining committees, we have yellow sign-  
6 up sheets for you to sign. President Osborne and I will collect them after the  
7 meeting and will contact you within a few weeks.

8  
9 **Secretary:**

10  
11 To be elected later in the meeting.

12  
13 **Treasurer: Patty Lessard**

14  
15 Please review all finance related reports by the next meeting.

16  
17  
18 **Standing Committees**

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20 **Board Development and Recruitment Chair:**  
21 **Roberto Solorzano**

22  
23 Please sign the Board Contract and submit it to President Osborne for her  
24 signature. We will provide copies to all the Board members at the February  
25 Board meeting.

26  
27 **Fundraising Chair:**  
28 **Liann Osborne**

29  
30 We need a few Board members to be part of the DCARA 50<sup>th</sup> Anniversary  
31 Committee as well as the Deaf Community Night (DCN) Committee, so please  
32 see me if you are interested. This concludes my report.

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35 **Reports from DCARA**

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37 **Executive Director:**  
38 **Jim Brune**

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40 **Personnel:**

- 41  
42 • One positions has been filled:  
43 \* Intake Coordinator for the San Jose CSS office: Fatima Currimbhoy

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2 • We currently have 6 positions open:  
3 \* Executive Assistant (the goal is to conduct interviews this month)  
4 \* CSS – Family Life Educator  
5 \* EDD - San Francisco Job Developer/Interpreter  
6 \* EDD – Campbell Job Developer/Interpreter  
7 \* EDD – Fremont Job Developer/Interpreter  
8 \* Staff Interpreter (part-time)  
9

10  
11 DCARA Presentations/Workshops/Events in December:  
12

- 13 • Sorenson VideoPhone training (San Leandro, Fremont, and San Jose) –  
14 this is a new collaboration between DCARA and Sorenson to allow for  
15 more face-to-face contact with Sorenson regarding community  
16 VideoPhone problems instead of relying on DCARA staff to handle  
17 technical assistance calls (for which Sorenson does not pay us!)  
18 • Christmas potluck party for Foreign Born Deaf individuals (San Jose  
19 office)  
20 • Event for CODAs (Children of Deaf Adults) (Fremont FRC office)  
21 • Cross Cultural Communication and Awareness workshop (Fremont FRC  
22 office)  
23 • Domestic Violence workshop (Fremont FOG office)  
24

25 Fundraising:  
26

- 27 • We have several fundraising events coming up:  
28 ○ Movie Night: “The Return of the Mountain Man” on Saturday  
29 January 24<sup>th</sup> at 7pm at DCC. Please encourage your family and  
30 friends to come. We are competing with the same Movie Night in  
31 Fremont the night before.  
32 ○ Super Bowl Party on Sunday February 1<sup>st</sup> at DCC. Hawk Relay  
33 has offered \$1,000 to sponsor.  
34 ○ House Party at Dan Girard, Melinda Harrison and Heather  
35 Montero’s home in Hayward on Friday night February 20<sup>th</sup> from 6-  
36 8pm  
37 ○ Deaf Community Night awards on March 28<sup>th</sup> from 4-9pm at DCC.  
38  
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41 Miscellaneous:  
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- 1 • DSS Site Visit is scheduled for tomorrow, January 14<sup>th</sup>. This is the first  
2 time ever (or in a very long time) that they are doing a site visit. We have  
3 been very busy cleaning up the HQ to make it look extra nice for their  
4 arrival. We have also spent a lot of time putting together various  
5 documents for their review.
- 6 • The City of San Leandro site visit is also scheduled for tomorrow for one  
7 hour at DCC. While DSS is doing a couple of staff interviews, I will be  
8 meeting with a staff person and a commissioner from the City for the site  
9 visit.
- 10 • The City of Fremont site visit is scheduled for February.

11  
12 Goals:

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14 I have 3 major goals for this year:

- 15  
16 1. Devote more time to meeting with our local legislators so they better  
17 understand who/what DCARA is and our dire funding situation.
  - 18 2. Devote more time to donor cultivation. We have wonderful events  
19 planned for this year and have done an amazing job with the Oktoberfest  
20 last fall and with house parties. Now, I want to take it one step further and  
21 work on individual donor relationships.
  - 22 3. Apply for funding to ensure that DCARA can continue to provide services.
- 23  
24

25 Old Business

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27 At the February meeting we will need to review the motion that was passed in  
28 August which stated that after six months, the Board would look at the  
29 percentage of funds that was to be put into our Reserve Account and consider  
30 whether that amount needed to be adjusted. We currently set aside 5%.

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32

33 New Business

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35 **MO11309-01**

36 Pedersen (Cantrell) moved to nominate Andrew Phillips to become Board  
37 Secretary. MSPASSED

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39 **MO 1/13/09-2**

40 Lessard (Solorzano) moved to accept the October 2008 minutes as corrected.  
41 MSPASSED

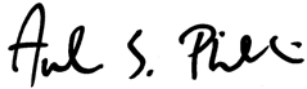
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**Meeting Adjourned at 8:45 PM**

Respectfully submitted,



Andrew Phillips  
Secretary

\_\_\_\_\_Accepted as read                      \_\_\_\_\_Accepted as corrected