

July 10, 2012
DCARA Board Meeting Minutes

Meeting Called to Order: 6:20 PM

Present: Steve Longo, Jane Newkirk, Sharif Rashedi, Lonnie Tanenberg

Excused: Chris Held, Patty Lessard

Unexcused: Katie Murch

Staff Present: Executive Director, Jim Brune; Executive Assistant, Rebecca Chow;
Director of Community Services, Linda Drattell

Visitors: none

Interpreters: none

MO071012-1 Lessard (Rashedi) The Finance Committee would like to recommend that DCARA retain the services of Crosby & Kaneda CPA to perform the agency audit for FY 2011-2012. MSPassed electronically June 21, 2012.

MO071012-2 Tanenberg (Longo) moved that the electronic vote for MO071012-1 be accepted. MSPassed.

MO071012-3 Tanenberg (Longo) moved to accept the May, 2012 and June, 2012 minutes as corrected. MSPassed.

DCARA Staff Highlight

Linda Drattell, Director of Community Services, informed the Board about her job and supervision duties. Her presentation is available on the website.

Officers' Reports

President: Sharif Rashedi

We will read and approve the May and June, 2012 minutes during New Business.

Vice President: Katie Murch – absent

Secretary: Jane Newkirk – no report

Treasurer: Treasurer Patty Lessard – absent

July 10, 2012

DCARA Board Meeting Minutes

Standing Committees

Development Team (formerly known as Fundraising Committee): Jane Newkirk
The group discussed fundraising events that were listed in the March 13, 2012 minutes. After much discussion, the following fundraising events were agreed on: (not to be confused with other events that are not intended to raise money)

| | |
|-----------------|---|
| Oct 13, 2012 | Oktoberfest |
| Jan 11-14, 2013 | Deaf Business Symposium |
| Jan 19, 2013 | Murder Mystery play with Italian dinner |
| March | Deaf Art Auction |
| April | Tilden 5k Run |
| May | BADAR |
| June 8 | Technology Day |

- Linda Drattell will do more research on the Deaf Business Symposium, and contact DOBBA (Deaf Owned Business Bay Area). An agenda has already been created.
- We will still do direct mailing, workplace giving, and encourage house parties
- The next meeting is scheduled for Tuesday, July 17, 2012 at 6 pm at DCARA headquarters.

Board Development and Recruitment Chair: President Rashedi
The Board as a whole brainstormed tangible goals for the Board to act on and encourage the community to become more involved. The following are the top three goals:

- #1 A tank-less hot water heater for DCC.
 - o Rashedi will contact PGE to see if there is a program for nonprofits to benefit from donations or lower rates.
- #2 Electrical upgrade for the stage, involving both the plugs and overhead spotlights
 - o Longo will donate the work.
- #3 San Leandro house committee
 - o The Board needs to consider how this property can create revenue. DCARA staff can assist and already has some fact-finding information gathered from before. Rashedi will lead this project.

Other goals listed were finishing the DCC bathroom floors, upgrading the DCC landscaping, and making the DCC air conditioner energy efficient.

July 10, 2012 DCARA Board Meeting Minutes

Finance committee – Treasurer Lessard - absent

The committee did not meet this month. The next meeting is set for Tuesday, August 7, 2012 at 6 pm at DCARA headquarters.

By-Laws committee – Steve Longo

Steve Longo reviewed the current By-Laws and made some suggestions for modernizing the language. He will add the changes to the By-Laws which have been made by motions, and will send the recommended changes to the Board by email before the next Board meeting.

Reports from DCARA **Executive Director:** Jim Brune

Personnel:

- Director of Employment Services: I am pleased to announce that Patricia O’Sullivan is our new Director of Employment Services. She comes to us from TransAccess and before that worked as a Global Diversity Manager with HP and Agilent Technologies. She will be joining us for our annual staff retreat on Friday, July 20th and her first official day with DCARA will be Tuesday, August 7th.
- Job Developer/Interpreter (Campbell): Interviews were completed. The screening process continues.
- Client Support Specialist (San Jose): We are in the midst of the screening process.

Status of current funders:

| <u>Funder</u> | <u>2011-2012 Amount</u> | <u>2012-2013 Amount</u> | <u>Cut by</u> |
|----------------|-------------------------|-------------------------|---------------|
| Fremont-Senior | \$9,369 | \$8,348 | \$1,021 |
| Fremont-Human | \$14,283 | \$12,727 | \$1,557 |
| SCC – DSP * | \$27,125 | \$22,604 | \$4,521 |
| SCC – FC ** | \$20,291 | \$5,073 | |
| \$15,218 | | | |

*Deaf Services Program contract extended another 10 months.

*Family Connections contract extended another 3 months.

EDD RFP:

- DCARA has been awarded the EDD funding for 2012-2013. The funding award amount is the same as 2011-2012: \$374,000.

July 10, 2012 DCARA Board Meeting Minutes

Grantwriting:

- DCARA has learned that the funding proposal request submitted to Rainbow Groceries for the continuation of Family Connections' Deaf Role Model program was accepted and we were awarded \$5,660.
- Staff has decided to hold off on applying for funding for DETC (Deaf Employment Training Center) until we have made significant progress towards completion of the curriculum for the program.

Meetings:

- In response to rumors that FOG was going to be sold and the money given to DCARA to fix up DCC (Deaf Community Center), ED Brune worked with Satellite's Director of Property Management Zachary Lopez and gave a presentation at both FOG (Fremont Orchard Gardens) Seniors Town Hall Meeting as well as San Leandro Seniors Meeting to present facts and dispel the rumors/myths.
- ED Brune participated in a panel of people with disabilities at University of California San Francisco Medical School to 3rd year med students
- ED Brune attended a meeting along with representatives of Deafhood Foundation and DBC (Deaf Bilingual Coalition) to plan for the Tilden 5K Run in Spring 2013.
- DCARA had the opportunity to shine on a national level. ED Brune represented DCARA at the National Association of the Deaf biennial convention in Louisville, KY July 1-8. ED Brune was a delegate, representing DCARA as an organizational affiliate. ED Brune also gave a workshop, alongside Donna Dahrouge of UC Berkeley, on "A National Dialogue on Emergency Preparedness: A Paradigm Shift". The workshop was very well received. ED Brune also served as emcee for NAD's first ever LGBT (Lesbian, Gay, Bisexual, and Transgender) luncheon. It was a busy week!

Important Dates:

- July 24-28: Literacy Day Camp for children ages 5-11, DCC
- August 11th: Deaf Awareness Day, Six Flags, Vallejo
- September 20th: ASL Celebration (hosted by CAD), Sacramento

Old Business

None

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DCARA Board Meeting Minutes

New Business

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ANNOUNCEMENTS

Meeting Adjourned at 9:12 PM

Respectfully submitted,



Jane Newkirk
Secretary

_____ Accepted as read

_____ Accepted as corrected