

**August 13, 2013**  
**DCARA Board Meeting Minutes**

- 1 **Meeting Called to Order: 6:10 PM**
- 2 **Present:** Chris, Steve, Alison, Lonnie, Kenton
- 3 **Excused:** Sharif
- 4 **Unexcused:** None
- 5 **Staff Present:** Rebecca Chow / Vanessa Phillip/ Executive Director Jim Brune via VideoPhone
- 6 **Visitors:** None
- 7 **Interpreters:** None
- 8

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approved – mspassed	19
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MO081313-5 Tanenberg (seconded by Allison) moves that Board approves proposed budget –	21
mspassed	22
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MO081313-6 Allison (seconded by Kenton) moves that Mission vision below be approved– mspassed	24
	25
<u>Mission:</u> Promote and advocate for the rights of full access to American Sign Language and English	26
education, employment, and cultural identity of, by, for, and with Deaf, Hard of Hearing, Late-	27
Deafened, and DeafBlind people.	28
<u>Vision:</u> Global recognition, pride, respect for ASL, equality, and justice exist for all Deaf, Hard of	29
Hearing, Late-Deafened, and DeafBlind people.	30
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32 **Staff Spotlight: Tracy Husted- Family Advocate (Family Connections)**

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34 **Executive Director's Report**

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36 **Staff Spotlight:** The staff spotlight for this month is Tracy Husted, Family Advocate for the

37 Family Connections Department.

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39 **Advocacy:**

- 40 • On August 1<sup>st</sup>, staff went to the MacArthur BART station to view a wooden model of the
- 41 new fleet of BART cars. There, staff filmed an interview with the BART director.
- 42 ○ In a follow up email, a BART administrator confirmed that they would look into
- 43 having ASL versions of BART announcements in the new BART cars. This is a
- 44 step in the right direction!

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### Strategic Planning:

- July 19<sup>th</sup>: Staff at Staff Retreat began to review community input and began the development of strategic objectives
- August – September: Continue discussion of strategic objectives at staff, management, and board meetings
- September – October – November: Development of Strategic Plan Report
- December 7, 2013: DCC-20 and Deaf Community Night:
  - Annual community awards
  - Release of 5 year Annual Report (2008-2013)
  - Release of Strategic Planning Report

### Family Connections Department:

- The Literacy Camp occurred the week of July 22<sup>nd</sup>. The Family Connections Department partnered with Deaf Youth Arts to facilitate the camp.
  - There were a total of 5 campers
- MOU was signed with CEID (Center on Early Intervention of Deaf) in conjunction with the new funding that we got through the First Five Alameda County.
  - MOU covers what DCARA is responsible for and what CEID is responsible for for the partnership between the two organizations to:
    - Do 4 Club Saturdays a month and
    - Work with families referred by CEID for the Family Mentorship Program
- We expect to begin Deaf/Hard of Hearing Parenting classes again at the beginning of October.
- We expect to offer family ASL classes again at the beginning of October.

### Employment Services:

- Deaf Employment Training Center:
  - The very first cycle of classes began July 29<sup>th</sup>! DCARA has created history! We had 8 students on the first day. The maximum number of students at any one time is 10-11.
- Employment Services at our 5 EDD offices:
  - We had 5 employment placements during the month of July

### Client Support Services:

- Immigration classes coming this fall
- ASL Classes for late-deafened clients are currently being taught by staff in San Jose.
- San Jose Picnic was held at Kelley Park on July 13<sup>th</sup>
- We are preparing for fall Deaf Senior Citizens classes
- The Hard of Hearing and Late Deafened Program expects to alternate Sign and Dine events with Meet-Up events for the hard of hearing and late deafened community starting this fall.

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88 **Community Relations Department:**

- 89     • **Fundraising:**  
90         ○ We are gearing up for the Direct Mail Campaign and expect to release letters in  
91             October.  
92         ○ We have had our first internal staff meeting to begin preparations for DCC-20.  
93

94 **Personnel:**

- 95     • **Employment Specialist – Campbell (part-time):** We have hired Traci Williams to fill this  
96         position effective July 1<sup>st</sup>. Welcome to DCARA, Traci!  
97     • **Executive Assistant:** We have hired Vanessa Phillip to fill this position effective Monday  
98         August 12<sup>th</sup>. Welcome to DCARA, Vanessa!  
99

100 **Meetings/Events attended by ED Brune:**

- 101     • **Advocates and Stakeholders for ASL and English Summit #1:** July 9<sup>th</sup> and 10<sup>th</sup>  
102         ○ ED Brune attended a summit of California Deaf leaders to discuss legislation and  
103             litigation strategies to implement ASL benchmarks for Deaf education (ages 0 to  
104             5).  
105     • **San Jose Picnic:** July 13<sup>th</sup>  
106     • **Advocates and Stakeholders for ASL and English Summit #2:** August 5<sup>th</sup> and 6<sup>th</sup>  
107         ○ ED Brune attended a follow up summit of California Deaf leaders to discuss  
108             legislation and litigation strategies to implement ASL benchmarks for Deaf  
109             education (ages 0 to 5).  
110     • **Meeting to discuss DCC renovations – July 30<sup>th</sup>**  
111

112 **Important Dates:**

- 113     • **September 7<sup>th</sup>:** Fremont picnic  
114     • **October 5<sup>th</sup>:** Oktoberfest at DCC  
115     • **December 7<sup>th</sup>:** DCC-20 and Deaf Community Night:  
116         ○ Annual community awards  
117         ○ Release of 5 Year Annual Report (2008-2013)  
118         ○ Release of Strategic Plan Report  
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121 **Officers' Reports**

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123 **President: None**

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125 **Vice President Tanenberg:**

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127 **Recruitment:**

- 128     • \$500 commitment for 3 yrs sponsorship  
129     • Proposed: Board members could be given incentives to recruit new members to the board  
130     • Oktoberfest board responsibility because staff is busy with Direct Mail

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- 131       • SLongo is chair now, KT assistant

132   **Finance Report:**

133   Report from Patty Vanni

- 134       • FR events - BADAR cancelled. House party- SR hosted last year

135   Aug 24<sup>th</sup> Beethoven's Nightmare performs. A BD member will introduce the band and a staff  
136   member will be present to say a few remarks about how proceeds will benefit DCC renovation.

137

138   **DCC-20:**

- 139       • The price as of now is \$70 - if DCARA gets sponsors, it will lower the price (Questions  
140       and comments: Why not keep it at \$70 regardless? Many long time supporters of DCC  
141       might not be able to afford \$70, bring the cost down to \$59 if possible)
- 142       • Committee- first meeting was last week
- 143       • 5-9pm
- 144       • "Sit-down" food options- CSDF, or Waterfront Deli - from DBS/ Chef David Prince
- 145           • We want a Deaf-owned business to cater
- 146           • Linda Drattell will follow up

147   Goal is 200 people, price projections based on 125 people. DCC can accommodate up to 200  
148   people

- 149       • We'll have a big tent with walls, lights, 20 tables fitting 10 people at each table
- 150       • Marta Ordaz and Ken Arcia are responsible for putting the programs together (Sept 30<sup>th</sup>)

151   Timeline set for who's doing what and when

- 152       • We need a video team for the event
- 153       • Susan will coordinate volunteers to do party favors
- 154       • We will need to order supplies, heaters, tables by the end of the month

155   Program set - [www.dcara.org/dcc20](http://www.dcara.org/dcc20) with all info; there will be a presentation about  
156   DCARA/DCC

157   BD can help committee with decorations, big PR and ticket sales

158   Kenton will help with pictures and contacting people

159   Steve will help with fixing DCC before DCC-20 and with music, lights etc. Also will bring  
160   strong spotlight, same as gala

161   Kenton wants music with a nice strong beat, not just talking

162

163   **Secretary:** None

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165   **Treasurer:** None

166

167   **Reports from DCARA:**

168   **Executive Director:** Jim Brune

169   **Photos:** We have pictures from the Freedom Train/MLK Parade event on Monday, January 21<sup>st</sup>  
170   as well as photos from the Personal Wellness Symposium event on Saturday, January 5<sup>th</sup>.

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172 **Old Business:**  
173 Security systems - Sharif will send a donation request to Costco – need a letter from Linda - Jim  
174 will send out now, then request donation  
175 Aug 24th event - proceeds go to DCC-20. \$1,000 to DCC

176  
177  
178 **3 Board goals:**

- 179 1. On grass - Do we have a septic tank under the yard? That needs to come first. If have one, it  
180 costs \$20-30 thousand to remove - contact Sharif to follow up  
181     • Kenton - not yet started  
182     • Kenton says City of San Leandro should have that info
- 183 2. Outside lighting - Lonnie knows someone willing to help us out  
184 3. DCC kitchen – Lonnie will email Sharif after this meeting to update all on goals 1 &3  
185     • Sharif will ask to see city permit in kitchen for stove installation (pipes, etc.) with Jim’s  
186 assistance

187 Kenton will do vlog Thursday on the vision statement

188  
189 **New Business**

190 **Motions**

191 Chris (seconded by Allison) approved finance report - mspasses.

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193 Steve (seconded by Kenton) moved that we change Board commitment from \$500 too \$100 for  
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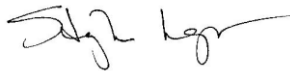
219 Vision: Global recognition, pride, respect for ASL, equality, and justice exist for all Deaf, Hard  
220 of Hearing, Late-Deafened, and DeafBlind people.

221  
222 **ANNOUNCEMENTS**

223 Sat Aug 24th is a performance from Steve's band -fundraiser – Chris and Kenton will be here,  
224 SFDC will host - partnership  
225 Steve will type a note to contact the neighbors so they don't complain about the music. Event is  
226 7-9pm, after 9 clean up - BMZ distribute. Clean up at 9pm, out of the building by 10pm  
227 Need projector on side of stage SL will check on tech support  
228 Steve will give 32 tickets to Rebecca and Catie to sell at HQ  
229 Steve will ask Sharif if it is worth it to get ABC License at this point  
230 Steve will set up at Noon  
231 • Lunch and sound check 12-5pm. Eat, then perform.

232 **Meeting Adjourned at 8:40 PM**

233  
234 Respectfully submitted,  
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237  
238 Steve Longo, Secretary

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