



**Deaf, Counseling, Advocacy & Referral Agency
Board Meeting Minutes
April 19, 2017
Deaf Community Center at 6:00 PM**

Meeting called to order: 6:15 p.m.

Roll Call

Board Members: Dave Martin, President; Judy Gough, Vice-President; Mary Therese Garcia, Secretary; Steve Longo, Treasurer; Tom Murillo, Pam Cavazos, Stan Smith, and Jerry Grigsby

Absent: None

Staff Present: Raymond Rodgers, Executive Director; Debby Buchan and David Kerr

Visitors: Sharif Rashedi, Millie Stansfield, Gerald Kapsner, Erich Schweizer; Cardinal Capital

Approval of Minutes

Board Secretary read that minutes from the last meeting of March 15, 2017. The minutes were approved as corrected.

Staff Spotlight

Debby Buchan - Program Developer
David Kerr - Deputy Director
Erich Schweizer from Cardinal Capital

Officer's Reports

President's Report (Martin):

A continuation of meetings or discussions over VP/Glide/Emails have been held covering a wide range of issues throughout the month such as budget, DCC Future/Tomorrow, Investment, etc. Many of these are making progress and outcome will be shared in due time either from me, Executive Director or the appropriate chair of committee. I hope all this is making positive progress for DCARA.

I am told committees have started meeting and reports from them will be shared. I would like to encourage them to have regular meetings and with having a few events by the board in the near future this will help make things more successful.

Hope all have reviewed the By-Laws revisions. If no further discussions of changes then a motion is needed to accept revisions. A two-third majority vote in favor will enable to be adopted. Once adopted then we can start work on future Board meetings schedule. I have some idea that I would like to share with you and hope you all will like the idea and accept. I stress that the reports still will be due monthly as in past. I have joined the committee to work on the Board's rules policy. Hope to see that done soon then get board's approval for adoption.

Raymond and I attended San Leandro Council meeting on April 3, 2017. It was an interesting meeting. We went with the intention to learn more on the HUD Grant that the city deals with. Both of us were able to meet some councilpersons and the Mayor. Hope it will lead to better rapport with them as we work for the future of DCARA.



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Next Board Meeting will be May 17, 2017 at 6:00 p.m.

You all know how to get in touch with me, if you have any questions or concerns. Feel free to do so. I look forward to working with all of you making DCARA successful.

Vice-President's Report (Gough): No Report

Secretary's Report (Garcia):

Board Orientation for new members will have their folders for important things they need to know and will be trained. We will have board orientation in May. Schedule will be determined.

Treasurer's Report (Longo):

I missed last Board meeting due to conflict with Deaf History Conference in Minnesota which was a productive one and I was elected President to this newly formed organization. More on that in other format.

I've attached the snapshot report from Patty Vanni which more details are needed in terms of investment and itemized income/expense so I would have better picture of DCARA's financial status. I emailed Stephen Hlibok to inquire on investment activity and haven't heard back yet so hopefully in a couple of days.

The February minutes was finalized and converted into pdf format with my signature in lieu of Mary Therese Garcia for DCARA's purpose to submit to grants.

The upcoming events need to have rough budget forecast so we will have good estimate of income, however, one event called expo to happen in Sacramento and ours in Pleasanton will fall on the same day raise concern on schedule courtesy. This is why DBART is essential but the expo is not a local run.

I'm glad we're able to get the By-Laws revision out for a review prior to vote.

Last meeting with others on Oktoberfest came off a good start which will be reported in committee section. Let me know if you have any questions.

Committee Reports

Events Committee:

Deaf Bay Area Round Table (DBART) - Tom Murillo: Set to Saturday, July 15th, 2017. Vlog and e-blast the news are in the work progress. We need to come up with an agenda what we want to do next. Review the notes from DBART #1 by Mary Therese Garcia and we can be proactive based on what we want to do next

Tropical Party (Mary Therese Garcia): Planning to have a new theme for Tropical Party. We will have Hawaiian dance and catering and Hawaiian dress-up. There will be few performers. More on that later

Oktoberfest (Steve Longo): I met with Sharif, Pam, Judy and Mary to cover Tropical event and Oktoberfest for September 30th. Sharif suggested that we contact Hofbrau about catering and cost or have someone to do the catering/cooking. Also, we need to decide if full meal or finger



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food should be served because Sharif's concern is food can impact ticket price so we need get this answered soon. We agree on need to determine ticket price based on history and outcome and outlook on attendance? We need to obtain the data - Patty perhaps so I'll check into this. I'll write up new Donation letter to send out to brewers. Sharif will try to get Oktoberfest Themed beers this time. In the past we provided beer glasses to customers so should that continue? There will be Event Security as answered to Sharif's question re: concerns from the past event. Sharif recommended Lederhosen for committee and be game coordinator and beard contest was suggested. Obviously, another meeting is needed to reach decision on what is best to make Oktoberfest successful with better revenues.

Reports from DCARA

Executive Director's Report (Rodgers)
(See ED Report on Google Drive)

Old Business: None

New Business: None

Announcements: Next meeting will be on May 17, 2017

Meeting Adjourned at: 7:40 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Mary Therese Garcia". The signature is written in a cursive style with a large initial "M".

Mary Therese Garcia
DCARA Board Secretary

X Accepted as read

_____ Accepted as corrected