

# **DCARA Meeting Minutes**

November 16, 2021

## **I. Call to order**

Jerry Grigsby called to order the regular meeting of the DCARA at 6:14 pm PST on November 16, 2021, via Zoom and FB Livestream.

## **II. Roll call**

Jerry Grigsby conducted a roll call. The following persons were present: Roz Ramos-Barry, Antoine Hunter, David Martin, and Deputy Director Amy Gomme. Absent: Liann Osborn (excused) and Executive Director Raymond Rodgers. Parliamentary Officer will be Mark Apodaca.

## **III. Approval of minutes from the last meeting**

Jerry Grigsby announced that there were no meeting minutes from the previous meeting.

## **IV. Board's Report**

- a) Lead Jerry Grigsby: I would like to thank the following DCARA staff for their help running the Zoom/FB, Brad, Susan, and Amy. I want to explain that we have no officers. We will vote in officers after completing the Parliament Workshop given by Mark Apodaca. We are currently taking three workshops: Racism (SooHyun/Mary Ann), HR (Tiffany), and Parliamentary (Mark). Zoom will record this meeting because we currently do not have a secretary. We have a new board member, Antoine Hunter, to replace Everett Glenn. Everett left the Board for a personal reason. I want to remind Board that we are using the 2013 DCARA bylaws. The Board's minutes did not show that the Board ratified the 2017 DCARA bylaws. I want to thank Cheryl Wu for her advice on how to run a Townhall meeting. Board hopes to host a Townhall meeting in the future.

## **V. Reports from Executive Director Raymond Rodgers**

- a) Amy Gomme will report in place of Raymond Rodgers. Amy will discuss a few things Raymond shared with her. DCARA reopened its office last September and that the workers will work a hybrid schedule, part-time at the office and part-time from home. Clients will need to make an appointment with DCARA for services. On November 29, DCARA hired four new staff. Still have a few openings. Hope to fill in the positions soon. Raymond said DCARA's finances are very healthy and stable. Will do the annual audit. We will set up Giving

Tuesday on November 30. Future DCC met with architecture to start designing. Raymond is currently working on this project. DCC will not be opening anytime soon. We need to address some building issues. Currently have 31 on staff. Shared DCARA's finance snapshot submitted by Patty Vanni. She discussed one line-item Contractor/Subcontractor to understand better the breakdown of where the money is going.

**VI. Unfinished Business**

None

**VII. New business**

- a) MO111621-02 Motion: (Board) Be it moved that we approve Everett Glenn's resignation from the DCARA Board of Directors. Carried
- b) MO111621-01 Motion: (Board) Be it moved that we approve Antoine Hunter to join the DCARA Board of Directors. Carried
- c) MO111621-03 Motion: (Board) Be it moved that Roz Ramos-Barry and Liann Osborn will serve on Recruitment Committee. Carried
- d) MO111621-04 Motion: (Board) Be it moved that Jerry Grigsby, David Martin, Antoine Hunter, and Mark Apodaca will serve on Bylaw Committee. Carried
- e) MO111621-05 Motion: (Board) Be it moved that Board will host Townhall meeting to answer questions that the community submitted via email. Carried
- f) MO111621-06 Motion: (Board) Be it moved that Jerry Grigsby leads DCARA Board until we vote in new officers. Carried

New Business closed

**VIII. Executive Session**

- a) Jerry Grigsby: Be it moved to go into executive session. Board agreed. All Board Members, including Amy Gomme and Mark Apodaca, attended the Executive Session.
- b) Board agreed to close the Executive Session.

**IX. Announcement**

None

**X. Adjournment**

Jerry Grigsby adjourned the meeting at 8:01 pm PST

Minutes submitted by: Jerry Grigsby

A handwritten signature in black ink, appearing to read "Jerry Grigsby". The signature is written in a cursive style with a large, circular flourish around the first part of the name.

Jerry Grigsby, Board Temporary Lead