January 13, 2009
DCARA Board Meeting Minutes

Meeting Called to Order: 7:20 PM

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

Excused: N/A

Staff Present: ED Jim Brune

Visitors: None

MO 1/13/09-1
Pedersen (Cantrell) moved to nominate Andrew Phillips to become Board Secretary. MSPASSED

MO 1/13/09-2
Lessard (Solorzano) moved to accept the October 2008 minutes as corrected. MSPASSED

Corrections to the October 2008 minutes:
The minutes were approved as read.

Corrections to the December 2008 minutes:
The minutes were tabled to the February meeting.

Officers’ Reports

President: Liann Osborne

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

Under New Business we will need to nominate a secretary for the year of 2009.
Please do sign up for DCARA’s e-news; it can be done online.

Vice President: Roberto Solorzano

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

Secretary:

To be elected later in the meeting.

Treasurer: Patty Lessard

Please review all finance related reports by the next meeting.

Standing Committees

Board Development and Recruitment Chair: Roberto Solorzano

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

Fundraising Chair: Liann Osborne

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

Reports from DCARA

Executive Director: Jim Brune

Personnel:

• One positions has been filled:
  * Intake Coordinator for the San Jose CSS office: Fatima Currimbhoy
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We currently have 6 positions open:
* Executive Assistant (the goal is to conduct interviews this month)
* CSS – Family Life Educator
* EDD - San Francisco Job Developer/Interpreter
* EDD – Campbell Job Developer/Interpreter
* EDD – Fremont Job Developer/Interpreter
* Staff Interpreter (part-time)

DCARA Presentations/Workshops/Events in December:

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

Fundraising:

- We have several fundraising events coming up:
  o Movie Night: “The Return of the Mountain Man” on Saturday January 24th at 7pm at DCC. Please encourage your family and friends to come. We are competing with the same Movie Night in Fremont the night before.
  o Super Bowl Party on Sunday February 1st at DCC. Hawk Relay has offered $1,000 to sponsor.
  o House Party at Dan Girard, Melinda Harrison and Heather Montero’s home in Hayward on Friday night February 20th from 6-8pm
  o Deaf Community Night awards on March 28th from 4-9pm at DCC.

Miscellaneous:
• DSS Site Visit is scheduled for tomorrow, January 14th. This is the first
time ever (or in a very long time) that they are doing a site visit. We have
been very busy cleaning up the HQ to make it look extra nice for their
arrival. We have also spent a lot of time putting together various
documents for their review.
• The City of San Leandro site visit is also scheduled for tomorrow for one
hour at DCC. While DSS is doing a couple of staff interviews, I will be
meeting with a staff person and a commissioner from the City for the site
visit.
• The City of Fremont site visit is scheduled for February.

Goals:
I have 3 major goals for this year:

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

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

New Business

MO11309-01
Pedersen (Cantrell) moved to nominate Andrew Phillips to become Board
Secretary. MSPASSED

MO 1/13/09-2
Lessard (Solorzano) moved to accept the October 2008 minutes as corrected.
MSPASSED
Meeting Adjourned at 8:45 PM

Respectfully submitted,

[Signature]

Andrew Phillips
Secretary

_____Accepted as read  _____Accepted as corrected