

May 8, 2012
DCARA Board Meeting Minutes

Meeting Called to Order: 6:02 PM

Present: Chris Held, Patty Lessard, Steve Longo, Katie Murch, Jane Newkirk, Sharif Rashedi, Lonnie Tanenberg

Excused: none

Unexcused: none

Staff Present: Executive Director, Jim Brune; Executive Assistant, Rebecca Chow; Client Support Specialist – FOG, Kata Strawn; Director of Business and Accounting, Patty Souza; Employment Specialist – Campbell, Mark Vanni

Visitors: none

Interpreters: none

MO050812-1 Tanenberg (Longo) moved that for the purpose of signing checks, Debbie O’Willow be added and Michael Baer be removed from the list of authorized signers. MSPassed.

MO050812-2 Lessard (Held) moved to approve the Finance Reports of December, 2011; January, 2012; and February, 2012 as recommended by the Finance Committee. MSPassed.

MO050812-3 Lessard (Murch) moved to approve the April, 2012 Minutes as corrected. MSPassed.

MO050812-4 Lessard (Longo) moved that each Board member will make up a list of affiliate organizations they wish to see invited to the Board (starting date TBD) and submit their list to President Rashedi by May 15th for discussion at the June meeting. He will compile the list and distribute it to the Board by May 31st. MSPassed.

MO050812-5 Newkirk(Held) moved that the Board designates 10 percent (10%) to be reallocated from designated bonds to be used for stocks when the time is appropriate to begin the stock investments. MSPassed.

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DCARA Staff Highlight

This month, Kata Strawn from FOG Client Support Services shared some of her experiences at FOG (Fremont Oak Gardens). She mentioned that most of the residents prefer events or workshops that are no longer than 1 hour. Strawn explained that more hearing residents are moving in due to low income requirements and waiting lists. At this time deaf applicants are added at the bottom of the list and have no priority over hearing applicants.

Officers' Reports

President: Sharif Rashedi

President Rashedi reported that the Gala Appreciation party went well. The staff noticed the Board presence and appreciated it. He attended Club Saturday recently and gave great reviews. Rashedi encourages the Board to attend DCARA events when they can.

Vice President: Katie Murch –

See attached page for “DCARA Board Web Conferencing” comparison chart.

Vice President Murch presented “DCARA is you” campaign. In this, we show pictures of how you fit with DCARA. For example, without you DCARA wouldn't exist; you make DCARA happen (with faces and personalities); you can serve, you can donate, you can volunteer; maybe you don't need DCARA yet/right now, but we need you.

Secretary: Jane Newkirk – no report

Treasurer: Treasurer Patty Lessard –

Lessard discussed the different options that are possible for the Dollar Cost Averaging (DCA). The Board will receive a more detailed document from Lessard in August. She is still discussing details with the Kramer Investment agent. Since the Board's first action will not need to be taken until September or October, she will present them with more examples during the August meeting.

In the meantime, she will continue dialogue with the Board's agent to develop a document that outlines the new process. It will be in draft form, presented to the Finance Committee first during their next meeting, and to the Board electronically immediately after that, with Board's input requested for discussion during the August meeting and a final approval by the September meeting.

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The Finance Committee discussed the amount to be entered in the Fundraising line in the FY 12/13 agency budget. In the budget, \$10,500 is listed, however, the Board hopes to host several events, and raise as much as \$40K this year.

Standing Committees

Development Team (formerly known as Fundraising Committee): Katie Murch
Katie Murch plans to send information through email to the Board members, including predicted Fundraising income broken down over the year.

Murch had a pizza party to raise money for DCARA. They had fun.

Board Development and Recruitment Chair: President Rashedi
Several applicants have withdrawn their interest due to being committed to other programs. It is becoming increasingly difficult to attract individuals to the Board due to the commitments people have to other programs, committees and or causes. Lessard suggests inviting representatives from other Boards to sit on our meetings. She also suggests that DCARA spotlight a department monthly on the website.

Finance committee – Treasurer Lessard
See Treasurer's Report

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

Personnel:

- Director of Employment Services: Interviews will be conducted this month.
- Job Developer/Interpreter (Campbell): This position continues to be vacant.

50th Anniversary Gala:

- Final Gala Fundraising Revenue Report:
 - Admissions: \$60,980
 - Program Advertisements: 4,179
 - Sponsors: \$25,550
 - Auction: 5,895

San Leandro Crossings:

- ED Brune attended a community meeting May 1st hosted by the City of San Leandro
 - The plan as put forth by the City of San Leandro (including the building of a parking garage, market-rate housing, and affordable housing) two years

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ago has been scrapped due to the economy and the inability to secure adequate funding.

- A new plan has been developed by the City along with Bridge Housing:
 - San Leandro Crossings will be built on the site where the parking lot at Juana and San Leandro Blvd is.
 - 200 affordable housing units
 - It will consist of minimal retail space
 - Child care
 - Central courtyard for safe playing for children
 - Bicycle locker space

Important Dates:

- Friday June 1st: Sign and Dine at DCC
- June 16th: Bay Area Deaf Amazing Race! **New date!**

Old Business

In regards to MO041012-2 (web conference solutions), the overall cost to the agency needs to be looked at. This can be a positive draw for clients who rent DCC. Theft prevention needs to be looked at also.

New Business

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ANNOUNCEMENTS

- BADAR is June 10th
- The Tilden 5k run will happen next year in June, which is the month of his birthday
- We need to decide as a group how to handle the Board commitment. One idea was to pick a project that will only succeed if the Board commits financially.

Meeting Adjourned at 9:05 PM

Respectfully submitted,



Jane Newkirk
Secretary

_____ Accepted as read

_____ Accepted as corrected

Features	Adobe Connect	Cisco WebEx	GoTo Webinar	Mega Meeting	MS Office Live	ooVoo	Sight Speed	Skype	True Conf
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					Meeting				
	Trialware	Trialware	Trialware	Trialware	License	Free	Free	Free	License
Meeting Rooms	Y	Y	Y	N	N	N	N	N	Y
Video Conferencing	Y	Y	Y	Y	Y	Y	Y	Y	Y
WebCasting	Y	N	Y	Y	N	N	N	N	N
Meeting Recording	Y	Y	Y	N	N	N	N	N	N
Screen Sharing	Y	Y	Y	Y	Y	N	N	Y	Y
Closed Captioning	Y	N	N	N	N	N	N	N	N
Notes	Y	Y	Y	N	Y	N	N	N	Y
Chat	Y	Y	Y	Y	Y	Y	Y	N	Y
Whiteboard	Y	N	N	N	N	N	N	N	N
User Administration	Y	Y	Y	Y	Y	N	N	N	Y
Mobile Device Support (iPad)	Y	Y	Y	Y	N	Y	N	Y	N
Polls	Y	N	N	N	Y	N	N	N	N
Number of Attendees	Up to 1,500	25	100	Any	150	25	9		6
COST:	Wait 4 Quote	\$49 per/mo	\$99 per/mo	Per Attendee	\$49 per/mo	Free	Free	Free	\$200/mo

Note on cameras: It turns out all of these solutions allow the use of webcams. Since most laptops now have webcams built in, cameras will not need to be purchased unless needed. Our consumer video camera, a Sony HDR-XR160, is more than adequate for webinars and webcasting. It's very possible we will not need to spend any money on new hardware.

I'm still waiting for a response from YouTube and Google about free nonprofit web streaming. If we are approved for this, and I really hope we are, simply for the "video commenting" feature, then we can buy web conferencing software that does NOT include webcasting since YouTube nonprofit will let us stream on the web for free.

High Definition Webcams

Logitech HD Pro Webcam

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C910

Logitech HD Pro Webcam

B910

Microsoft LifeCam Cinema

Microsoft LifeCam HD-5000

Logitech QuickCam Pro

9000

Canyon WCAM 820

Media-Tech MT-4017