August 13, 2013
DCARA Board Meeting Minutes

Meeting Called to Order: 6:10 PM

Present: Chris, Steve, Alison, Lonnie, Kenton

Excused: Sharif

Unexcused: None

Staff Present: Rebecca Chow / Vanessa Phillip/ Executive Director Jim Brune via VideoPhone

Visitors: None

Interpreters: None

MO081313-1 Chris (seconded by Allison) approved finance report - mspasses.

MO081313-2 Steve (seconded by Kenton) moved that we change Board commitment from $500 to $100 for Board annual membership fee at beginning of Board’s term and commit to Board activities and in-kind services not limited to contributions. - mspassed

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MO081313-6 Allison (seconded by Kenton) moves that Mission vision below be approved – mspassed

Staff Spotlight: Tracy Husted- Family Advocate (Family Connections)

Executive Director’s Report

Staff Spotlight: The staff spotlight for this month is Tracy Husted, Family Advocate for the Family Connections Department.

Advocacy:

- On August 1st, staff went to the MacArthur BART station to view a wooden model of the new fleet of BART cars. There, staff filmed an interview with the BART director.
  - In a follow up email, a BART administrator confirmed that they would look into having ASL versions of BART announcements in the new BART cars. This is a step in the right direction!
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45
Strategic Planning:
46  • July 19th: Staff at Staff Retreat began to review community input and began the
development of strategic objectives
48  • August – September: Continue discussion of strategic objectives at staff, management,
and board meetings
49  • September – October – November: Development of Strategic Plan Report
51  • December 7, 2013: DCC-20 and Deaf Community Night:
53     ▪ Annual community awards
55     ▪ Release of Strategic Planning Report
56
Family Connections Department:
57  • The Literacy Camp occurred the week of July 22nd. The Family Connections Department
partnered with Deaf Youth Arts to facilitate the camp.
59     ▪ There were a total of 5 campers
61  • 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.
63     ▪ MOU covers what DCARA is responsible for and what CEID is responsible for
for the partnership between the two organizations to:
65         ▪ Do 4 Club Saturdays a month and
66         ▪ Work with families referred by CEID for the Family Mentorship Program
67  • We expect to begin Deaf/Hard of Hearing Parenting classes again at the beginning of
October.
69  • We expect to offer family ASL classes again at the beginning of October.
70
Employment Services:
72  • Deaf Employment Training Center:
73     ▪ The very first cycle of classes began July 29th! DCARA has created history! We
had 8 students on the first day. The maximum number of students at any one time
is 10-11.
75  • Employment Services at our 5 EDD offices:
76     ▪ We had 5 employment placements during the month of July
78
Client Support Services:
80  • Immigration classes coming this fall
81  • ASL Classes for late-deafened clients are currently being taught by staff in San Jose.
82  • San Jose Picnic was held at Kelley Park on July 13th
83  • We are preparing for fall Deaf Senior Citizens classes
84  • 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.
Community Relations Department:

- Fundraising:
  - We are gearing up for the Direct Mail Campaign and expect to release letters in October.
  - We have had our first internal staff meeting to begin preparations for DCC-20.

Personnel:

- Employment Specialist – Campbell (part-time): We have hired Traci Williams to fill this position effective July 1st. Welcome to DCARA, Trac!
- Executive Assistant: We have hired Vanessa Phillip to fill this position effective Monday August 12th. Welcome to DCARA, Vanessa!

Meetings/Events attended by ED Brune:

- Advocates and Stakeholders for ASL and English Summit #1: July 9th and 10th
  - ED Brune attended a summit of California Deaf leaders to discuss legislation and litigation strategies to implement ASL benchmarks for Deaf education (ages 0 to 5).
- San Jose Picnic: July 13th
- Advocates and Stakeholders for ASL and English Summit #2: August 5th and 6th
  - ED Brune attended a follow up summit of California Deaf leaders to discuss legislation and litigation strategies to implement ASL benchmarks for Deaf education (ages 0 to 5).
- Meeting to discuss DCC renovations – July 30th

Important Dates:

- September 7th: Fremont picnic
- October 5th: Oktoberfest at DCC
- December 7th: DCC-20 and Deaf Community Night:
  - Annual community awards
  - Release of 5 Year Annual Report (2008-2013)
  - Release of Strategic Plan Report

Officers’ Reports

President: None

Vice President Tanenberg:

Recruitment:

- $500 commitment for 3 yrs sponsorship
- Proposed: Board members could be given incentives to recruit new members to the board
- Oktoberfest board responsibility because staff is busy with Direct Mail
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- SLongo is chair now, KT assistant

Finance Report:
- Report from Patty Vanni
  - FR events - BADAR cancelled. House party- SR hosted last year

Aug 24th Beethoven’s Nightmare performs. A BD member will introduce the band and a staff member will be present to say a few remarks about how proceeds will benefit DCC renovation.

DCC-20:
- The price as of now is $70 - if DCARA gets sponsors, it will lower the price (Questions and comments: Why not keep it at $70 regardless? Many long time supporters of DCC might not be able to afford $70, bring the cost down to $59 if possible)
  - Committee- first meeting was last week
  - 5-9pm
  - “Sit-down” food options– CSDF, or Waterfront Deli - from DBS/ Chef David Prince
    - We want a Deaf-owned business to cater
    - Linda Drattell will follow up

Goal is 200 people, price projections based on 125 people. DCC can accommodate up to 200 people
- We’ll have a big tent with walls, lights, 20 tables fitting 10 people at each table
- Marta Ordaz and Ken Arcia are responsible for putting the programs together (Sept 30th)

Timeline set for who’s doing what and when
- We need a video team for the event
- Susan will coordinate volunteers to do party favors
- We will need to order supplies, heaters, tables by the end of the month

Program set - www.dcara.org/dcc20 with all info; there will be a presentation about DCARA/DCC
- BD can help committee with decorations, big PR and ticket sales
- Kenton will help with pictures and contacting people
- Steve will help with fixing DCC before DCC-20 and with music, lights etc. Also will bring strong spotlight, same as gala
- Kenton wants music with a nice strong beat, not just talking

Secretary: None
Treasurer: None

Reports from DCARA:
Executive Director: Jim Brune
Photos: We have pictures from the Freedom Train/MLK Parade event on Monday, January 21st as well as photos from the Personal Wellness Symposium event on Saturday, January 5th.

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Old Business:

Security systems - Sharif will send a donation request to Costco – need a letter from Linda - Jim will send out now, then request donation

Aug 24th event - proceeds go to DCC-20. $1,000 to DCC

3 Board goals:

1. On grass - Do we have a septic tank under the yard? That needs to come first. If have one, it costs $20-30 thousand to remove - contact Sharif to follow up

   • Kenton - not yet started
   • Kenton says City of San Leandro should have that info

2. Outside lighting - Lonnie knows someone willing to help us out

3. DCC kitchen – Lonnie will email Sharif after this meeting to update all on goals 1 & 3

   • Sharif will ask to see city permit in kitchen for stove installation (pipes, etc.) with Jim’s assistance

Kenton will do vlog Thursday on the vision statement

New Business

Motions

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

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Mission: Promote and advocate for the rights of full access to American Sign Language and English, education, employment, and cultural identity of, by, for, and with Deaf, Hard of Hearing, Late-Deafened, and DeafBlind people.

Vision: Global recognition, pride, respect for ASL, equality, and justice exist for all Deaf, Hard of Hearing, Late-Deafened, and DeafBlind people.

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

Meeting Adjourned at 8:40 PM

Respectfully submitted,

Steve Longo, Secretary

_____Accepted as read  _____Accepted as corrected