

# September 10, 2013

## DCARA Board Meeting Minutes

1 **Meeting Called to Order: 6:15 PM**

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3 **Present:** Sharif Rashedi (via videophone), Lonnie Tanenberg, Alison Amable, Kenton Twidt, Chris Held, Steve  
4 Longo

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6 **Excused:** None

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8 **Unexcused:** None

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10 **Staff Present:** Executive Director, James Brune; Assistant to ED, Vanessa Phillip

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12 **Visitors:** None

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14 **Interpreters:** None

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17 **Staff Spotlight: Jenny Gough -DCARA Deaf Employment Training Center (DETC)**

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  - Action item from the Spotlight: Chris Held proposed Executive Director Brune creates a client wish list for donations. This would be for the students who cannot afford business clothes or basic daily items.

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23 **Officers' Reports**

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25 **President Rashedi:**

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  - Oktoberfest is cancelled: The Board ran out of time to complete all the tasks involved with hosting the event. President Rashedi stated that the Board will refocus its energy on other things, such as applying the ABC permit to DCC-20 event.
  - Community Seat: Board members will send President Rashedi names of people they feel would be good candidates for the Community seat on the Board of Directors for DCARA. Candidates will already be on the Board for other agencies/organizations.
  - President Rashedi emphasized the importance of the Board's presence at DCARA events. We need more Board members going to events.
  - Discussion that the Board needs more effective communication, especially when coordinating events.

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38 **Vice President Tanenberg:**

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  - The Board needs to continue with DCC renovation tasks
  - Chris Held talked with Brian Martinez and decided to compare DCC with other cultural community centers (about how they handle issues such as rent, building repairs or damage, etc.)
  - Alison Amable earned \$500 in recycled goods from items in the shed. Amable will install a pegboard for flyers in the DCC. To ease communication about responsibilities, she suggests that she and Kenton Twidt go to the DCC committee meetings.
  - Vice President Tanenberg is willing to host a house party. House parties can be hosted at different locations, as well.
  - San Francisco Pride gave a check to DCARA for hosting the accessibility booth last June. It applies to LAST Fiscal Year.

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**Secretary:** None

**Interim Treasurer Longo:** None

### Reports from DCARA

**Executive Director – Jim Brune:**

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- DCC-20 Committee continues to work hard on preparation.
  - The Master of Ceremonies has already been chosen.
  - The event has been moved earlier. It will be from 5-8pm, so senior citizens are able to get home.
  - Linda Drattell is still looking for sponsors to bring the ticket cost down. It is still currently set at \$70 per person.
  
- Brian Martinez's replacement needs to be able to multi-task, communicate well, and be flexible. The DCC Coordinator position will be an internal posting for one week, and then be external.
  
- Executive Director Brune explained the Objectives Timeline Spreadsheet document and upcoming DCC renovations (see attached documents)
  
- Executive Director Brune showed video feedback from the Deaf Business Symposium on YouTube.

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- URL: <http://youtu.be/eRQuY0jLKdw>

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### Old Business

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- a) President Rashedi followed up with city of San Leandro and there is no record of septic tank or pipes under the yard since the city has been keeping record of the property.

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- b) Kenton Twidt mentioned that with Chris Held's and President Rashedi's terms on the Board are ending, therefore the Board needs to expedite recruitment

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- c) Board management workshop in San Jose September 24<sup>th</sup> from 6pm-8pm (Jim will work with Vanessa Phillip to register 5 board members (at \$45 ea.) and request interpreters.)

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- d) Steve Longo: Beethoven's Nightmare Performance

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Lessons learned from that event:

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- More emphasis on clearly delegating tasks for this event. Coordination about food and drink were not successful.

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- 85 • Explicit content at a rock concert- Is this children/ family appropriate? (Executive  
86 Director Brune did put "for adult audience only" on the flyer)
- 87 • Need to advertise more next time, but the turnout was good- about 300-400 people.  
88 • The event earned about \$1, 200
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- 90 e) Board Commitment
- 91 • The finance committee needs to make clear what constitutes a Board commitment.
- 92 • Executive Director Brune will email them and they will clarify with the Board members.  
93 He will describe the 3 situations that have come up: Chris Held's lawn mower, the shed,  
94 and the Beethoven's Nightmare ticket sales.
- 95 • The board members attending the finance meeting will need to follow up with the  
96 finance team.
- 97 f) Suggested: 2 board members should be on the finance committee

### 98 New Business

#### 99 Motions:

100 (MO111013-1) On November 9<sup>th</sup>, SFDC's board will hold an election for a new trustee

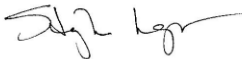
101 (MO111013-2) September 27<sup>th</sup> is last big Deaf Night Out in Walnut Creek

102 (MO111013-3) Donald Clyde Baer has earned \$10,000 in a single day using raffle tickets. Twidt  
103 suggested DCARA uses a raffle for the DCC-20. Executive Director Brune added that the Board would  
104 need to get permission from the state of California for that. Twidt will find out more information.  
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### 106 ANNOUNCEMENTS : None

### 107 Meeting Adjourned at 9:20 PM

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111 Respectfully submitted,  
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113 Steve Longo

114 Secretary

115 \_\_\_\_\_Accepted as read

116 \_\_\_\_\_Accepted as corrected  
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