



**Deaf, Counseling, Advocacy & Referral Agency
Board Meeting Minutes: November 15, 2016
Deaf Community Center at 6:00 PM**

Meeting called to order: 6:24 pm

Roll Call

Board Members: Steve Longo, President; Judy Gough, Vice-President; Mary Therese Garcia, Secretary; David Martin, Treasurer; Jerry Grigsby, Priscilla Moyers, Tom Murillo, Stan Smith, and Pamela Cavazos

Absent: Phillip Smith, Jr. (excused)

Staff Present: Raymond Rodgers, Executive Director and Patty O' Sullivan

Visitors: None

Approval of Minutes

Board Secretary read that minutes from the last meeting of October 19, 2016. The minutes were approved as read.

Staff Spotlight

Human Resources Director - Patty O'Sullivan

- Patty gave a talk on the plan and procedures for the upcoming Deaf Community Night event.

Officer's Reports

President's Report (Longo):

(See President's Report)

- Hope all is well with you with winter approaching soon. I've had a flu recently and it was no picnic. The election was full of twists and turns so it's going to be an interesting not dull time ahead.
- Congratulations to the team for a successful Deaf Expo event that includes DCARA Staff for their hard work and new website too. I couldn't attend because at that time I was in Washington, D.C. attending Gallaudet 40th Reunion which brought back memories. We had a brief tour around the campus showing a huge change since last visit in 2005 (filming). One Stop made at Living and Learning Residence Hall (LLRH) formerly known as Peet Hall and it was based on design by Hansel Bauman, Executive Director of Campus Design and Construction at Gallaudet, a recognized leader in the emerging field of "DeafSpace Architecture". Hansel has lead the development of the 2022 Campus Plan. I will show a few pictures to give an idea. We'll need to create Board page on website.
- With an attorney's help, I was able to finalize the promissory note amendment to reduce interest rate and release lien and will meet with Frank Murray to sign three copies with one to Executive Director, one for the Board, and one for himself. Effective date is January 1, 2017.
- Regarding to Direct Ask, I received contributions from friends a total of \$2,500 and I am working with few more friends.
- I'm please to welcome Priscilla Moyers who has had board experience with NORCRID and RID to DCARA Board. Handwave!!



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- I've been consulting Deaf Center Nevada (DCN) on Board policy and procedures.
- Deaf Community Night (DCN) geared for December 2nd, 2016 at Swiss Park in Newark is just around the bend so we need to push the ticket sale.
- Board Retreat is schedule for January and plans are underway!

Vice-President's Report (Gough):

- Joey Moss & I went through the kitchen cabinet to check kitchenwares to see what's missing and create a wishlist for DCC what they need. We will work in DCC storage to organized and throw things out what we needed. There are many things. NOTE: Dave says it should create a security deposit. Raymond suggest to label kitchenwares to make sure it is not taken. It will be nice to have a wishlist.
- I notice the smoking butt in DCC backyard. I would like to make a proposal to have CCTV Video to set up in DCC to see who is in charge and to request the community to give \$10 to donate DCC.

Secretary's Report (Garcia):

- Board Binders is almost completed but there is few I forgot to update and print. There are three binders is not completed which is for the new board members because I forgot to buy the binders tab. I will get those completed for new board members and will give it to you on Deaf Celebration Night if it's possible. I also reviewed each binder, it seems some of you have not signed board commitment. I suggest to look at your binder to check if you have or have not signed yet. If you haven't signed, please to do so as soon as possible.
- I want to address about my schedule for Spring 2017 which is conflict board meetings that held on Tuesday's starting January to May due to school. Again, this is my big commitment to the board and I don't want to miss the meetings.

Treasurer's Report (Martin):

- I finished the annual telephone discussion with Auditors and that went well. There are no major red flags to the agency. Things need to focus on is the debts which all is aware of and steps have been taken to improve that. It is something to keep in mind, as we look forward in future to the health of the agency.
- Agreement has been made with Frank Murray in the mortgage on DCC. Lowering the interest rate and keeping the final month to pay off the same. This will help some in the savings.
- Again, kind reminder to all start your pledge commitment. New fiscal year has started already if you haven't made your minimum for last year, please, get caught up as it is part of your agreed commitment made when signing on as a board member. Many of you have met or made arrangements in methods to meet your pledge commitment. Hand waves to that.

Committee Reports

Finance Committee (Martin):

- No meeting this month

Events Committee:

(See Committee Report)

- Deaf Bay Area Round Table (DBART) - Tom Murillo: DBART is set to January 21, 2017 at Deaf Community Center (DCC) from 10:00am to 1:00pm. All reserved. I am working



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with Robin & Maureen Horwitz on flyer. It should be out sometime in November. We are excited to partner with all Bay Area organizations on all in one calendar for all events in Bay Area. From that point, we will expand the partnership with all organizations on new programs in the future.

- 55th Anniversary Gala - It has postponed due to NorCal event conflict in April. It is still pending based on the date changes.
- Deaf Community Night - See Staff Spotlight

Reports from DCARA

Executive Director's Report (Rodgers)

(See ED Report attached)

Old Business: None

Elections

- David Martin elected as Board President Term as effective of 2017-2019.
- Steve Longo elected as Board Treasurer Term as effective of 2017-2019.

New Business

MO111516-01 Cavazos (seconded by Moyers) moved to set up New Year's Eve Party. MSP.

MO111516-02 Martin (seconded by Stan) moved to accept Priscilla Moyers as DCARA Board Member as effective of 2016-2019. MSP.

MO111516-03 Moyers (seconded by Gough) moved to discuss and establish board retreat date. MSP.

MO111516-04 Martin (seconded by Stan) proposed Steve to renew board member for three years. MSP.

Announcements:

- No board meeting in December due to Deaf Community Night
- Next meeting will be in January 18, 2017

Meeting Adjourned at: 9:15 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Mary J. Garcia".

Mary Therese Garcia
DCARA Board Secretary

____ Accepted as read

X Accepted as corrected