

**July 19, 2016**

**Meeting Called to Order: 6:24 pm**

**Present:** Steve Longo, President; Judy Gough, Vice-President; Mary Therese Garcia, Secretary; Dave Martin, Treasurer; Pamela Cavazos; Phillip Smith Jr.; and Jerry Grigsby.

**Absent:** Stan Smith (excused)

**Staff Present:** Raymond Rodgers, Executive Director; Alan Lason, Executive Assistant; Robin Horwitz, Director of Fund Development

**Visitors:** None

**Approval of Minutes**

**Board Secretary** read the minutes from the last meeting of June 21, 2016. The minutes were approved as read.

**Officers' Reports**

**President's Report** (Longo):

**(See President's Report)**

- NAD Conference ended last week and Raymond returned home with an experience. I'm sure about the politics and process itself so hope to get report on it soon. Some people weren't happy about the outcome of the election and some challenged the due process. We'll see how it goes.
- Plan's still on for a Direct Ask next month so need to vamp it up.
- I have sent information on goods for Tropical Party this Saturday to the Committee and will bring three friends from Hawaii with me. I have a friend who will donate his BBQ grill set with propane tank to DCC. He will drop it off this Saturday.
- Raymond and I agreed that we will not have Executive Assistant taking notes for the board meeting so we need to stick with reports submitted prior to the meeting. No report will be presented live at the meeting in order to conserve time.
- MOU with Celebration event is in so we're a go with the plan!
- NOTE: Phillip suggested adding the approval of the minutes of the last Board Meeting to the agenda so it won't be forgotten.

**Vice-President's Report** (Gough): None

**Secretary's Report** (Garcia):

- Our board binders: I have ordered us a small binder for you all to bring this binder with you for every meeting from now on. My goal is to reduce our current binders since it was too big for us. I'd like to gather your binder before or by September so I can make a transition into the new binders. There will be blank motion forms in the binder so you should take a full responsibility to have it in your binder and be prepared during the meeting.

**Treasurer's Report** (Martin):

- Finance Committee and Board have received the draft DCARA Agency 2016-2017 budget with attachment from former IED Rob Roth highlighting the differences. Spoke to Raymond Rodgers if since he has taken over as ED if any changes has been amended. None at this point in time. This Fall around September, Raymond hopes to provide information to any amendments to the budget.
- 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.

## **Committee Reports**

### **Finance Committee (Martin):**

- No meeting this month

### **Event Committee:**

#### **(See Committee Report)**

- Tropical Event:
  - Please be here at DCC at 1pm to set up everything and get ready for the night. I have the lists of duties for volunteers, so please let me know which part you're interested.
  - Pam already secured donations from: Oakland Zoo, Great Clips, Habit Burger and Partners in Communication (PIC) for bounce house sponsor for prizes.
- Children of a Lesser God event:
  - I met with the Bal Theater yesterday to finalize the facility contract. It will be complete by Friday. The date is secured, just loose ends. They are ready when we are to do initial tech meeting. They are ready for our online flyer to post on their website. They are very welcoming and supportive of this event.
  - Prepared a letter/invite for lesser-roles celebrities to invite them to the event. Will email directly on Sunday, July 24th
  - Poster ready for July 23rd event to advertise the Children of a Lesser God event at the Tropical Party
  - Continuing to collect cool movie memorabilia including key chains and Marlee Matlin trading cards! Who knew?!
- Judy asked Raymond if there was enough cash flow for her to make deposits to reserve the facilities for the Deaf Community Night in December and the Gala in April.
- Raymond said he would double check with Patty Vanni when she returns from medical leave on August 25th.

### **Event Committee (Horwitz):**

- Judy suggested publicizing donor names (without amounts) on a more regular basis than just in the Annual Report.
- Robin suggested moving the "Direct Ask Party" from August 6th to a tentative date of August 31st.
- Raymond suggested having the "Direct Ask Party" at a home for a more intimate setting. This is based on feedback he has received from the community.
- Robin suggested that the "Direct Ask Party" stay at DCC but be in a more intimate setting in the backyard.

- Robin will send the Board pictures of what he is picturing for the setting of the “Direct Ask Party” by Friday, because a decision needs to be made soon.
- Robin demonstrated the Sign Language For All website for the Board.
- Robin has not announced the website to the public yet. There are still a few changes to be made. Once the website is ready, Robin will publicize the website through Facebook, Instagram, and other social media.

**Reports from DCARA**

**Executive Director (Rodgers):**

**(See ED Report from Mary Therese)**

- Raymond asked for permission to go ahead with the public campaign for a new logo for DCARA. The Board gave that permission.
- Raymond asked that if anyone on the Board knew of a organization that would be interested in subletting a space in the San Jose office to please contact him.

**Old Business:** None

**Elections:** None

**New Business:**

**MO071916-1** Gough (seconded by Smith) moved to change the Board Meetings to the third Wednesday of the month, for the next three months, starting in September. MSP.

**MO062116-2** Martin (seconded by Garcia) moved to not have a Board Meeting in August, unless the President calls for one. MSP.

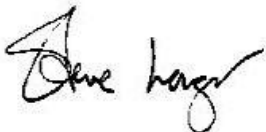
**MO062116-3** Martin (seconded by Smith) moved to give Raymond Rodgers, Executive Director, authority to start investigating - and report back to the Board on - setting up an LLC entity. MSP.

**Announcements:**

- No Board Meeting in August unless the President calls for one
- Tropical Party this Saturday, July 23rd at DCC, 5PM to 10PM

**Meeting Adjourned at 8:04 p.m.**

Respectfully submitted,



Board President substituted for  
Mary Therese Garcia  
Secretary

\_\_\_\_ Accepted as read

\_\_\_X\_\_\_ Accepted as corrected