

**April 14, 2009**  
**DCARA Board Meeting Minutes**

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**Meeting Called to Order:** 6:12 PM

**Present:** Joe Fercho, Chris Held, Michael Higgins, Patty Lessard, Sunnie Kaufmann, Isidore Niyongabo, Liann Osborne, Andrew Phillips, Roberto Solorzano

**Excused:** Jenny Cantrell, Jaime Jackerson, Karina Pedersen

**Staff Present:** Executive Director Jim Brune, Katie Canfield, Leona Galindo

**Interpreters:** Jacqueline Levesque, Deanna McDaniels, Robin Mills, Dan Veltri

**Visitors:** None

**MO41409-01**

Solorzano (Niyongabo) moves that the Board accept the finance committee reports for November 2008, December 2008, January 2009, and February 2009. MPASSED

**MO41409-02**

Niyongabo (Solorzano) moves that the Board approve moving approximately \$25,000 in restricted investments to either a CD or into a/the money market account—whichever has less fees involved. MPASSED

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3 **NOTE:** Board has decided not to list corrections to the minutes.  
4

5 **Corrections to the March 2009 minutes:**

6 Corrections were tabled Brune (Phillips).  
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8

9 **Officers' Reports**

10  
11 **President: Liann Osborne**

12  
13 President Osborne expressed gratitude for all of the help from the board  
14 members who showed up at the Deaf Community Night (DCN), and worked hard  
15 to make the event a success! The staff members and volunteers did an amazing  
16 job! The Masters of Ceremonies (MC), Daniel Girard, did a wonderful job of  
17 keeping things smooth. The DCN committee will be meeting for the last time to  
18 wrap up and discuss what worked and what did not work—to prepare for next  
19 year.  
20

21 An individual approached me after the event and shared her frustration in the  
22 lack of diversity. I encouraged her to invest some time in helping make DCARA's  
23 upcoming events more attractive to people of color in the Deaf community. We  
24 both agreed to meet again in May and address some of the issues she raised.  
25 ED Brune and President Osborne are very aware of this issue and will continue  
26 to work on it.  
27

28 **Vice President: Roberto Solorzano**

29  
30 None  
31

32 **Secretary:**

33  
34 None  
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36 **Treasurer: Patty Lessard**  
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1 **Standing Committees**

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3 **Board Development and Recruitment: Solorzano for Pedersen**

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5 The Board will have its first board training event on Tuesday – April 21st from  
6 6pm until 10pm at the DCC. It will be about reading financial statements and  
7 hosted by Steve Mutti. Mutti will also be meeting with the Finance Committee, ED  
8 Jim Brune, and Patty Souza at 3:30pm at the DCARA Headquarters.

9  
10 Also on June 20th the board will have a day-long retreat. The Board  
11 Development committee is working on planning the agenda and deciding which  
12 topics will be discussed. The committee is determined to make sure that this  
13 event is effective and collaborative; so that there will be an opportunity for the  
14 board to discuss various ideas and concerns. It is important that each board  
15 member is able to attend. More information will be provided at the next board  
16 meeting.

17  
18  
19 **Fundraising Co-Chair:**  
20 **Chris Held**

21  
22 DCN was a big success! The board members should have received an email  
23 from Katie Canfield with a breakdown of expenses and earnings from the event.

24  
25 The Fundraising committee will be meeting with the Finance committee on May  
26 17th.

27  
28  
29 **Reports from DCARA**

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31 **Executive Director:**  
32 **Jim Brune**

33  
34 **Personnel:**

- 35  
36
- One position has been filled:
    - \* EDD – Fremont Job Developer/Interpreter: Marsha Hoyt
  - Information & Referral Specialist position: Natalee Franck is no longer with us. The position has been re-posted as of Monday April 13<sup>th</sup>.
  - DCARA currently has 4 positions open (including I& R position):
    - \* CSS – Family Life Educator (position just re-posted. Interviews scheduled for two weeks from now)
    - \* EDD - San Francisco Job Developer/Interpreter
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1           \* Staff Interpreter (part-time)

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3     DCARA Presentations/Workshops/Events in March:

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- 5       • On-going computer classes at DCC, San Jose, and FOG (beginner and
  - 6       advanced classes). Right now, we have four different series of computer
  - 7       classes going on.
  - 8       • On-going ASL classes for HOH/LD people
  - 9       • Gallaudet Leadership Institute classes provided by Jack Levesque: "Deaf
  - 10      Culture, Deaf History, Deaf Leadership"
  - 11      • Deaf Foreign Born classes in San Jose
  - 12      • Staff from GLAD in Los Angeles came and did a breast cancer research
  - 13      study with the general Deaf senior population in Fremont as well as with
  - 14      breast cancer survivors.
  - 15      • A 3<sup>rd</sup> grade class from CSD Fremont came to DCC and I gave a
  - 16      presentation on DCARA services and DCARA history. They then did a
  - 17      little bit of volunteer work at DCC. It was part of their Deaf Culture Class
  - 18      and Global Youth Service Day.

19  
20     Fundraising:

- 21
- 22       • The postponed House Party at Dan Girard, Melinda Harrison and
  - 23       Heather Montero's home in Hayward has a new date: Saturday
  - 24       evening May 30th.

25  
26     Miscellaneous:

- 27
- 28       • **EDD RFP:** The EDD RFP was just released. EDD is now finally back on
  - 29       the State Fiscal Year. The total amount they are disbursing is the same
  - 30       (\$1.5 million) so DCARA will be applying for the same amount of funding
  - 31       (\$390,000). The format and parameters of the funding is the same. It is
  - 32       due May 15<sup>th</sup>.
  - 33       • **DeafLink and Annual Report:** Board members will see in their packets
  - 34       at the meeting DCARA's latest edition of the DeafLink and our 2007-2008
  - 35       Annual Report. ED Brune decided that DCARA will be releasing its 2008-
  - 36       2009 Annual Report in October 2009 instead of the following spring –
  - 37       which bucks DCARA's trend - because it makes no sense to be releasing
  - 38       the Annual Report nearly a year after the Fiscal Year has ended!
  - 39       • **Deaf Community Night:** DCN this year was a huge success. DCARA
  - 40       had more than 125 people show up. Everyone really enjoyed themselves.
  - 41       We had three diverse speakers and a very dynamic MC – Dan Girard.
  - 42       Those who won awards including Iris Stetson-Miller (Volunteer of the
  - 43       Year), Ron Hirano (ED Award) and Alyce Slater Reynolds (Hal Ramger

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Deaf Community Center, San Leandro, CA

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- 1 Award) were truly touched and speechless. The dessert auction went  
2 very well – people were very much involved and bidding became very  
3 exciting! Brune heard nothing but positive things about that evening.
- 4 • **DCC Rates and Policies:** Brune is working with Brian Martinez and Patty  
5 Souza to update DCARA’s policies as well as revert back to a hourly rate  
6 schedule. This is part of DCARA’s effort to begin aggressively marketing  
7 DCC and bringing more revenue to DCARA.
  - 8 • **Alameda County Transportation Improvement Authority:** Brune is  
9 attending an all day workshop on Tuesday April 14<sup>th</sup> to learn more about  
10 funding that is available to meet transit needs of senior citizens with the  
11 idea of possibly purchasing a van to transport Deaf seniors to  
12 appointments, etc. Paratransit has drastically cut back its weekend and  
13 evening services which impacts FOG seniors and deaf seniors elsewhere.  
14 However, it is expensive to have a van service (gas, insurance,  
15 maintenance, driver, etc) and this grant can only cover the purchase of a  
16 van and NOT operating expenses.
  - 17 • **Deafhood Foundation:** Brune had a meeting with Ella Lentz and Butch  
18 Zein to discuss ways that the two organizations could collaborate. Many  
19 ideas were discussed. It was acknowledged that DCARA would like to  
20 explore Deafhood more internally as only two staff members have taken  
21 the class. It was acknowledged that Deafhood Foundation has just started  
22 and has many issues to iron out. But, one idea that was discussed was to  
23 provide a series of training to DCARA staff on Deafhood. Another was to  
24 offer Deafhood training to the DCARA board and to the DCARA  
25 management team. Brune, Lentz and Zein are scheduled to meet again  
26 on April 28<sup>th</sup> to further discuss this possible collaboration.
  - 27 • **San Francisco Club for the Deaf:** Brune and Canfield had a meeting with  
28 SFCD. In exchange for \$5,000 sponsorship, SFCD wanted to see a  
29 higher Return on their Investment (ROI). So, it was agreed that DCARA  
30 would advertise SFCD and its events on DCARA’s website, E-News, and  
31 DeafLink.
  - 32 • **Volunteer Appreciation:** DCARA will be having a small, simple, low-cost  
33 appreciation party for DCARA’s many volunteers on Tuesday April 28<sup>th</sup> as  
34 a way to show gratitude for the many hours they have collectively  
35 contributed to DCARA’s overall success.
  - 36 • **Coalition:** The Coalition will have its first meeting in over a year (?) at  
37 GLAD this coming Friday, April 17<sup>th</sup> in Los Angeles. The agenda has not  
38 yet been set but Brune imagines that they will be discussing the impact of  
39 the economy on all of the sister agencies and how they can pool together  
40 their resources/minimize the impact of future cuts. Brune will have a  
41 report for the Board at next month’s meeting.
  - 42 • **San Leandro House:** This is something for the board to consider:  
43 DCARA has now been approached by two different groups about

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1 purchasing the SL House – the Bay Area Coalition of Deaf Senior Citizens  
2 (for an assisted living facility) and by the Regional Center of the East  
3 Bay/Housing Consortium of the East Bay.

- 4 • **Deaf Employment Training Center:** Next month, Chriz Dally will be  
5 giving a presentation on the Deaf Employment Training Center program  
6 plan to the Board at the May 12<sup>th</sup> meeting.
- 7
- 8 • **Note:** Brune will be on vacation starting three days after the May 12<sup>th</sup>  
9 Board meeting. He will be out of the country May 15<sup>th</sup> until May 28<sup>th</sup>. He  
10 will be back in time for our internal Full Staff Meeting on May 29<sup>th</sup> and the  
11 House Party on May 30<sup>th</sup>.
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15 **Old Business**

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17 The Board closed old minutes and will allow DCARA staff and committees to go  
18 through the old motions which need to be revisited (see March 09 minutes).

19  
20 **New Business**

21  
22 **MO41409-01**

23 Solorzano (Niyongabo) moves that the Board accept the finance committee  
24 reports for November 2008, December 2008, January 2009, and February 2009.  
25 MPASSED

26  
27 **MO41409-02**

28 Niyongabo (Solorzano) moves that the Board approve moving approximately  
29 \$25,000 in restricted investments to either a CD or into a/the money market  
30 account—whichever has less fees involved. MPASSED

31  
32 **ANNOUNCEMENT**

33  
34 DCARA will have a booth at the ASL Festival on May 30, 2009 by the  
35 Embarcadero in San Francisco.

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37 **Meeting Adjourned at 9:06 PM.**

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40 Respectfully submitted,

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*Andrew S. Phillips*

3  
4 Andrew Phillips  
5 Secretary

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10 \_\_\_\_\_Accepted as read

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