

DHHSC BOARD MEETING MINUTES

November 10, 2009

Call to Order – 7:07p.m. Dave Smith presiding

Board Members Present: Dave Smith, President (DS), Bryan Minas, Vice-President (BM), John Eberwein, General Member (JE), Rosemary Diaz, Secretary (RD), Sue Stone (SS), Tami Garcia (TG), Jose Blanco (JB), Jonathan Silva (JS).

Board Members Absent: None

DHHSC Staff Members Present: Michelle Bronson, Executive Director

Visitors: Val Silva, Jovette McCallon, Marilyn McCallon, Gary Leung, Saul Christiansen, Martha Coletti, Susan Coulter, Janet Drane

Interpreters: Nicole Wolfe, Pam Warkentin

Public Comments (3 minutes per visitor) – Jovette McCallon - Congrats to the new board members - we look forward to seeing you all work hard and be successful for DHHSC. Marilyn McCallon - Want to share about the DHHSC Women's Conference that was held recently, it was wonderful, speakers were fantastic, learned a lot about recycle, so much more than I thought, how to let go of anger. I would like to see this presentation be given to the board as it is important to learn to let go too, and other presentations, want to commend the staff on a great job. Will be a great one next year.

Approval of Agenda Items – DS requested that the auditor's report under ED's report be moved to Dave's report.
Approved by consensus.

Approval of **October 9, 2009** Board Minutes – Correction last name Timms: approved by consent as read
President's Report – DS - none

President's Report - DS called Gary Leung to present as our auditor

Gary Leung, Auditor: Year End June 30, 2009, profit \$154,000.00 which is wonderful due to increase in the interpreting department and the business generated there. Audit was done appropriately. Record keeping is in good shape and kept up to date. I am here just to present and answer any questions that might be done or was done from the previous FY. I am submitting a management letter which includes recommendations for improvement. Most suggestions related to interpreting department. We want to make our operations smoother. Suggestions are not due to any weakness, just for a higher level of efficiency. Another handout given is for consideration regarding the mortgage on the building. The way the loan is set up is that we have the option of increasing our payment to pay off the building early without any penalty. I presented three options to consider. Ending the mortgage early will be of benefit to DHHSC due to us being able to save \$29,000.00 in interest and also to pay off the building in 63 months versus 93 months. A response to management letter is due before the next audit to show that we have considered the recommendations made. *Add as new business for next month's meeting for the board to discuss audit and recommendations.*

Vice-President's Report – BM - Gift wrapping for Christmas at Barnes and Noble bookstore is set up for Nov/Dec this year. Mark, the manager there gave us some dates for volunteers to do gift wrapping. We have five different dates and we need two volunteers for each time slot. If anyone is interested in volunteering let us know. December 12 is the same day as the bookfair fundraising for DHHSC at Barnes and Noble.
Therefore we will need four volunteers on that day.

Secretary's Report – RD - please read emails and respond

Treasurer's Report – RD -

Report up to Sept 30, 2009 - Financial Report distributed and reviewed.

Profit and Loss is at -\$5,334.51 for a period of 3 months – meaning that we have expended more than we generated during the months of July, August, and September. However, in our checking/savings account we have a balance of \$216,615.44. This is to be expected as we have some IOUs that still have not been paid back to DHHSC since the delay in budget for FY 2009/2010.

Executive Director's Report – Michelle Bronson

Halloween Party - thanks Sorenson for sponsoring our party, they did a fantastic event with more than 100 people attending. Volunteers and Fresno Deaf Events worked hard to set up a mini haunted house. After expenses we profited \$355.23.

Deaf Women's Conference was very successful - thank Susan, Cat, Cheryl who did a great job. We will have a fundraising report at the next month. We had 32 women in attendance.

Susan G. Komen - Race for the Cure event, we had a Deaf team, wonderful event, we do have a picture of the Deaf Team.

Staff update - Breast Cancer position was vacant. Now we have Becky Edens-Paul and Stephanie Flerchinger will be teaming to fill that position. Shannon Simonelli will go on maternity leave so Heather Jordan will be in the interpreting department for a while. Stacy Constantino will be filling the front desk position on a temporary basis.

Jesse Lewis - Operations Director

We have raised \$5,485.00 from the Booster Club - the beginning of the year, most of the original members, means we need to go back to ASL students and try to raise money for the last two months of the year.

Each office will have an area of focus each month on systems advocacy and community education (about agency, Deaf Culture, Deaf Rights, access to communication, etc). We have created a list of issues for all staff to keep up on.

Committee Reports –

- A. Personnel Committee – DS - Now it is Dave and Rosemary - we will sit down with Michelle and Jesse soon to complete the reviews.
- B. Bylaws Committee – RD - none
- C. Fundraising Committee – DS - appoint Jon Silva to be the new Fundraising Chairperson
- D. Outreach Committee –none
- E. Elections: explanation that all interviews have been conducted and we have a new recommendation for tonight.

General Board Comments – RD - JB - generate revenue by marketing art skills of Deaf Community to others who might be wanting.

RD made a Motion to switch New Business before Unfinished Business M/S/P

New Business –

A. Recommendation to add a new board member - we did an interview with one person and recommend Saul Christensen to join the board. M/S/P

RD suggested that each board member share their background and skills of what they bring to the board:

Bryan - Like to be on Personnel Committee after my term is up in February 2010

John - I would like to stay on the board as my third year, want to continue serving

Jose - encourage people to join the board to see both positive and negative, was VP of CAD Fresno, want to see more involvement and to see things improve for the future

Tami - I have a lot of skills leadership I think with Deaf Community support each other, understand what is needing, encourage me to be on the board, I felt it was the right time, want to be here and do my best

Sue - Good communicator, good writer, medial field, good network in the community, look forward to being with the board and being in the Deaf and Hard of Hearing community

Jonathan - fundraising is my interest, I work for 3 years in the school district raise money for different programs, agencies, raise money, I have a lot of experience to raise funds and bring that DHHSC I will share that skill with all of you.

Saul -, I used to be involved with Jr. NAD and was Oregon SD High School President, I was involved with fundraising and am here to work on getting more support from the Deaf Community

Rosemary – our biggest role as board members is to be a pulse and represent the Deaf Community. My heart is here at DHHSC and feel that I have a unique perspective being on staff, being a community supporter, and now as a board member. I would like to run for President after Dave resigns

B. Nominations for Treasurer - Saul nominated himself. Saul elected unanimously.

C. Scheduling for Board Retreat - discuss through email but January 30 is suggested.

D. Approval to set up a DHHSC Facebook Page - JL explained that the site has been tested and it is safe to use. If a person becomes a "fan" of DHHSC they will not see the person's profile unless that person set up a public profile. Will be used to post all events, vlogs, and will be available for all staff to have access to post events too. More flexibility about posting events than the limitations posed by the website. ***Motion made to approve to set up a DHHSC's Facebook page. M/S/P***

E. Request for approval to reapply for the Susan G. Komen Grant for the third year. MLB - explained that we had this grant for \$13,000 and now we have it for \$15,000.00 I would like to apply for apply again for \$20,000.00. This grant submission is due on December 3, 2009. We would like to use the additional funds to provide more direct services. ***Motion made to approve applying for funding. M/S/P***

XIV. Unfinished Business

A. Appointment of Chair for Grant Monitoring Committee - **DS appointed Rosemary W. Diaz as chairperson.**

B. Appointment of Chair for the Roundtable Committee - DS clarified that the roundtable is a gathering of reps from different Deaf agencies, organizations, sports groups, clubs, etc. to share information and calendar so that everyone is aware of what is going on. We had our first meeting in August. **DS appointed Jose Blanco as chairperson.**

C. **Motion made to donate \$100.00 to Renee Nealy in memory of her sister who recently passed away. Funds to come from DHHSC Board Fund. M/S/P**

XV. Public Comments (specific to agenda – 3 minutes per visitor) – Marilyn McCallon - related to Gift Wrapping concerned about the location not being well supported by shoppers. Wonder if doing it at Fashion Fair as a better location and more successful event. For training firefighters will be important to explain about how 9-1-1 works through VRS to increase awareness. Perhaps can get support from Sorenson or Sprint as they would be interested in supporting an increase in community education.

XIV. Announcements –

A. Gerald ASL Film November 20 at 6:30 p.m.

B. What is the Flu Workshop, Tuesday, November 24 from 10 a.m. to 12 p.m.

C. ASL Storytime - November 28 at 2 p.m. at Barnes and Noble

D. Computer warning about not opening Hallmark postcard as a very dangerous virus is attached.

XVI. Adjournment – **8:28 p.m.**

Date of Next Local Board Meeting: December 8, 2009 at 7:00 p.m. DHHSC – Fresno

Submitted by Rosemary W. Diaz, Secretary

Minutes Approved 12/8/2009

