

1 **GREATER LOS ANGELES AGENCY ON DEAFNESS, INC.**
2 **Executive Agency Board of Directors**
3 **Wednesday, September 27th, 2023**
4 **MINUTES**

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6 **Ron Herbold called the meeting to order at 6:38 PM. A quorum was present.**

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8 **I. ROLL CALL**

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10 Board Members Present:

11 Ron Herbold – President, Scott Hostetler – VP, Daryl Crouse – secretary, Karen Bowman, Stacey Woods,
12 Sharon Wilson, D’yann Crosby, Modela Kurzet, Mitch Kurs, Jeff Jackson, Jennifer Choi

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14 Absent:

15 None

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17 Visitors:

18 None

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20 Staff Present:

21 Patricia Hughes, Ph.D.

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23 Interpreter:

24 Barbara Mathis

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26 Minutes Recorded by:

27 Kelsey Peterson

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29 **II. APPROVAL OF JULY MINUTES:**

- 30 - The July minutes were taken by Daryl Crouse. It is proposed that the minutes be edited and
31 approved over email due to technical issues from the last meeting. Ron asked if that was
32 acceptable, all agreed

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35 **III. OFFICER’S REPORTS**

36 President’s Report:

- 37 - Ron explained that he has learned the ‘W’'s of making a non-profit board successful are Work, Wisdom,
38 Wealth
39 - Mitch is working on edits to the bylaws that will be reviewed by the board at the next meeting
40 - A Board directory is being created with information of the board members to ensure diversity of board
41 - Every year starting in March 2024, the board will hold a vote for re-election of board members. The
42 bylaws state that each member-at-large can have up to 3 terms lasting 3 years each for a total of 9 years.
43 - There is an opening on the GLAD board for Treasurer and an opening on the TCGLAD board
44 - The updated performance management system for GLAD employees was explained and reviewed
45 - The board is creating their own zoom account and email addresses so they can host meetings for
46 committees or other meetings when needed. They are also in the process of creating an online system to
47 manage documents of the board to ensure they are able to be securely access by all members. Currently,
48 all board minutes are posted on the GLAD website publicly.

- For any Microsoft and other online systems (such as Bamboo HR), all staff are required to have 2 factor authentication to login for confidentiality and security. If the board creates email address and accounts through GLAD's internal system, they will have to add the same 2 factor authentication.
- Elaine Aikins recently passed away. She served on the board for many years and will be greatly missed. A Celebration of Life service for her will be held on October 7th.
- Heidi Booth recently retired from GLAD after 41 years of service in various positions, most recently Deputy Director
- GLAD's 55th anniversary is next year in 2024, the board is planning to hold a celebration in the Fall of next year and is beginning to plan that.

Vice President's Report:

No report

Treasurer's Report:

Vacant

Secretary's Report:

No report

IV. CEO's REPORT

- GLAD staff had a wonderful surprise party for Heidi last week with catering from Chipotle, decorations from the staff including pictures from the last 41 years and an engraved vase with flowers for her
- Joey Contreras is now acting as Interim Deputy Director; he has worked as the director for OCDEAF. Alicia Catalan, a lead advocate from OCDEAF, has been promoted to acting Director of OCDEAF. A job has been posted for Deputy Director online.
- Ginny Nyholm, the director for TCGLAD, will be attending the service for Elaine Aikens. Ginny and Elaine worked closely together at TCGLAD for many years.
- GLAD will be having an audit this November in office. Once that report is finished and approved, that is used to report and receive federal funding
- Currently there is a process ongoing to transfer QuickBooks in a desktop version to QuickBooks online. This is an extensive and complicated process that the staff is working on. The web-based version is much faster, more streamlined, and is a step to help modernize the organization.
- Dr. Hughes will be meeting with the Los Angeles City Deputy Mayor, The Councilmember for District 14, and the County Supervisor to discuss funding for retrofitting and previous loans. Retrofitting requirements ensure that the building is safe for all in case of an earthquake and could cost about 4.5 million dollars when all is done. If retrofitting requirements are not completed, the building would be required to be demolished. This is a one stop for resources for Deaf people in the community, so Dr. Hughes is working to ensure that is continues to be able to serve the community.
- We are waiting to hear from the Employment Development Department (EDD) to see what awards of the contracts were granted. EDD is very late in releasing requests for services therefore EDD is late in announcing the awards. For this fiscal year 2023-2024, EDD is expected to announce sometimes in October.
- CAL-ED conference is this year in Sacramento. Two staff members are going – Renee Thomas, the Director of Advocacy in Los Angeles, and Joey Contreras, the Interim Deputy Director of GLAD. The location of the conference switches off each year between NorCal and SoCal locations. Next year the conference should be in SoCal and GLAD will be able to send more staff to attend.
- There is an ongoing project to clean up the 4th floor windows and window sills at GLAD. We are expecting heavy rains this year and this will help to prevent leaking into the building.

- GLAD needs an updated five-year plan. The five-year plan consists of what goals the organization wants to focus on in the coming years; the board will review previous plans and discuss before the next meeting. More to be discussed in New Business
- Dr. Hughes clarified that the performance management is not meant for the board to evaluate staff; staff evaluations are managed by the supervisors within GLAD. Evaluations help within the company to open a dialogue to assess goals, feedback, and improvements that can be made.

V. SUBSIDIARY REPORTS

LifeSigns Report:

- The LifeSigns board met last month on August 31st
- The board is planning to invite a new board member who used to be a staff interpreter at GLAD and now works for Sorenson and does freelance work.
- All five centers (GLAD, OCDEAF, TCGLAD, BGLAD, and CODIE) now offer NIC certification testing through CASLI with an average of about 2-3 interpreters on average testing every month. They are currently in the process of also setting up EIPA testing at all centers
- They will be polling interpreters to see what kind of trainings people are interested in being offered
- The next board meeting will be November 2nd

DAHC Report:

- All 14 DAHC apartments are full.
- Two weeks ago, there was an audit that passed. Once everything is signed and confirmed, it will be filed with the IRS

CODIE Report:

- Last Friday there was an open house for people to come, about 60-70 people came to ask questions and visit the CODIE facility. Their staff did a great job organizing, preparing the center, and interacting the local people
- Moving forward, there will be an open coffee and tea on Wednesday mornings as an open house for people to come, more advertisement on that is coming soon online
- CODIE has started planning for a Holiday celebration
- Deaf Festival was in Riverside. It was a successful event with 91 vendors and about 2,000 people in attendance
- Art from the Festival from two artists is now on display in the Riverside Art Museum
- Sharon Wilson is the President of the CODIE board and there are about 10 members with possibly one new member joining

TRI-COUNTY Report:

- No Report, no representative at the meeting

OC-DEAF Report:

- There are many events currently being hosted by OCDEAF, an email was sent out with all listed and those are advertised online
- Scott attended a fundraiser at Shakey's and was interviewed by ABC, that was aired on TV in Los Angeles about a month after the interview. This ended up being good publicity for OCDEAF
- Scott will act as Santa at their Holiday Party, that is in the process of being planned and advertised online
- OCDEAF hosted a workshop through OCVote to explain about voting access and accessibility. They explained about the different ballots and propositions and what those mean. GLAD and all of the

1 organizations are permitted to share knowledge on what non political information means in nonbiased
2 way to ensure that people have access to that knowledge in ASL
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6 **VI. COMMITTEE REPORTS**

7 Finance Committee Report:

8 See financial report on the last pages
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10 Governance Committee:

11 No Report
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13 Nominations Committee:

14 No Report
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16 Personnel Committee:

17 No report
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19 Fundraising Committee:

20 No Report
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23 **VII. UNFINISHED BUSINESS**

- 24 - Bylaw changes will be reviewed in the next two months and discussed next board meeting
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26 **VIII. NEW BUSINESS**

- 27 - There is an art show from a Deaf Artist on October 21st in West Hollywood that will be advertised online
28 by GLAD.
- 29 - A new representative is needed for TCGLAD. Ron sent a letter to the Board President there and will
30 follow up with them to see if at the next meeting they can send a representative
- 31 - A Lunar New Year may be held at GLAD on February 10th 2024. More details about that event will be
32 shared at a later date.
- 33 - At the next meeting, Dr. Hughes will provide updates about the events happening at GLAD. Recently,
34 there was an event at the Dodgers game and there is an upcoming event at Universal Studios. There is
35 also an upcoming Holiday Drive-Thru event in December.
- 36 - The possible upcoming government shutdown was discussed. Dr. Hughes has been in touch with the
37 state and ensure that the state government is not shutting down which is where most of the funding from
38 the organization will come. It is difficult to know what will happen, but Dr. Hughes is keeping an eye on
39 everything.
- 40 - There was more discussion on the five-year plan. Scott moved that we create a committee to discuss the
41 five-year plan, Modela and D'yann seconded the motion. The committee will look at the previous five-
42 year plans and decide what the plan should focus on and what is needed in the big picture for the entire
43 organization including all subsidiaries. The committee for this is Ron, Scott, and Dr. Patty.
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46 **IX. PUBLIC INPUT**

47 None
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49 **X. ANNOUNCEMENTS**

50 None

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XI. ADJOURNMENT

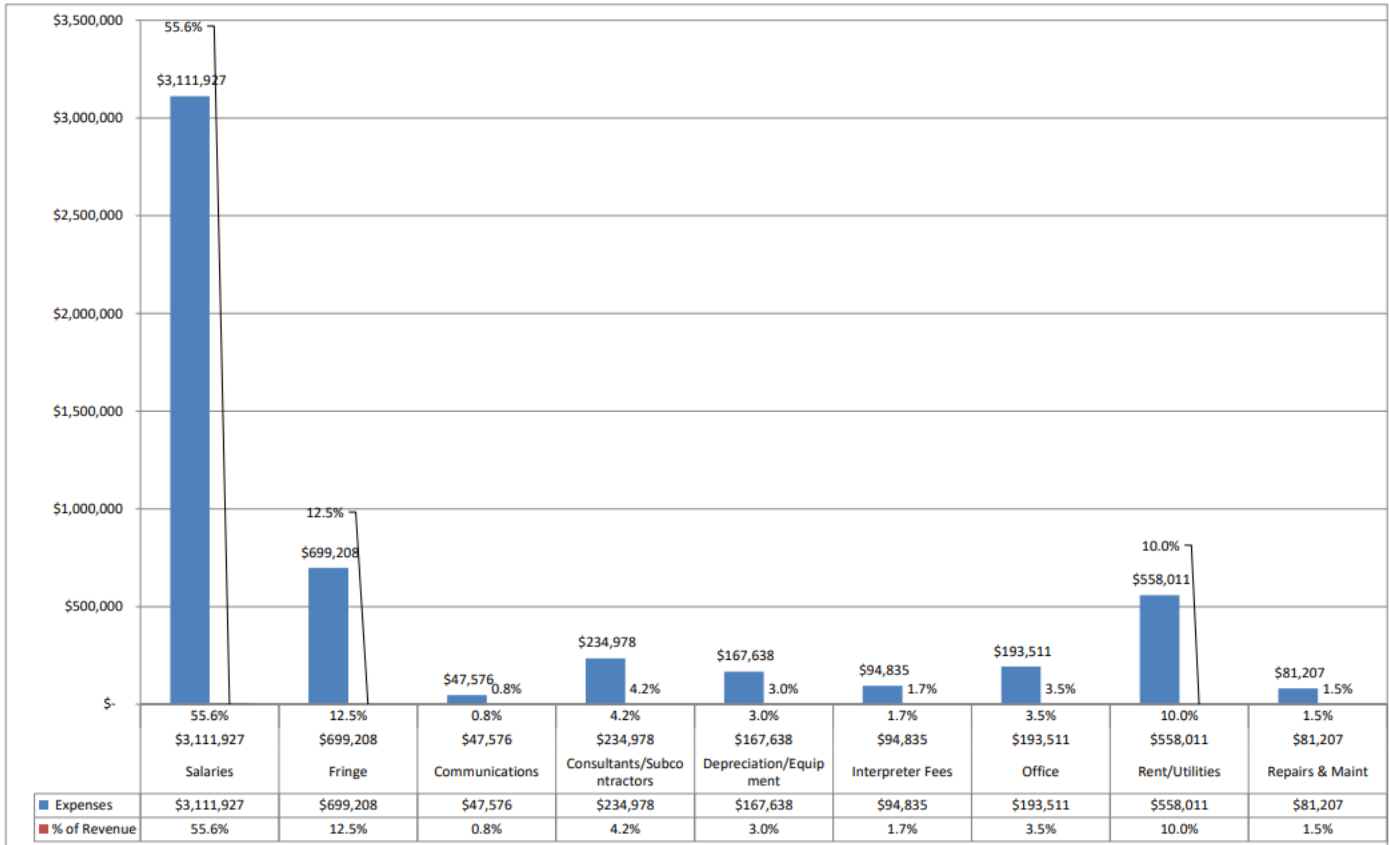
The meeting adjourned at 8:39 PM. The next Board Meeting will be held on November 29th 2023 at 6:30PM.

Board Secretary

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GLAD
Expenses as a % of Revenue
For the year ended June 30, 2023



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Greater Los Angeles Agency on Deafness, Inc.
 Consolidated Financial Information
 As of 9/25/23

<u>Accounts</u>	<u>Cash Position</u>			
	<u>GLAD</u>	<u>DAHC</u>	<u>LifeSigns</u>	<u>Total</u>
Cash/checking	\$ 1,409,247	\$ 75,614	\$ 51,998	\$ 1,536,859
Paypal/GiveBox	153,379			153,379
Board Accounts	54,233			54,233
CD's	250,000			
Investments	346,032		103,682	449,714
Reserve accounts		316,498		316,498
Total cash on hand	\$ 2,212,891	\$ 392,112	\$ 155,680	\$ 2,510,683

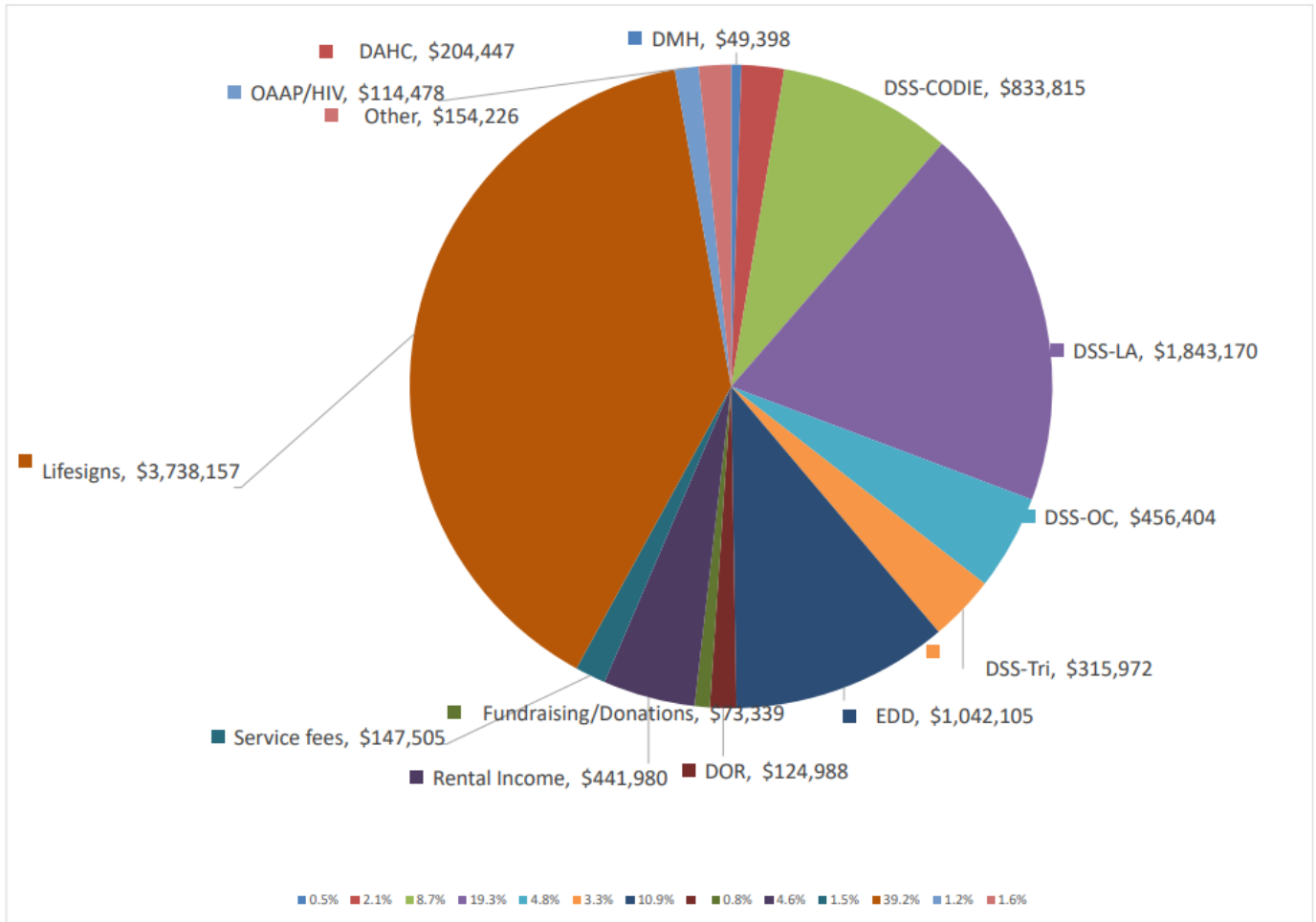
<u>Aging</u>	<u>Accounts Receivable</u>			
	<u>GLAD</u>	<u>DAHC</u>	<u>LifeSigns</u>	<u>Total</u>
1-30 Days	\$ 353,697	\$ -	\$ 538,038	\$ 891,735
31-60	334,332	-	37,744	372,076
61-90	117,274	-	34,500	151,774
90-360	-	-	152,262	152,262
>360	-	-	11,105	11,105
Total AR	\$ 805,303	\$ -	\$ 773,649	\$ 1,578,952

<u>Net Profit (loss) as of 6/30/23</u>				
	<u>GLAD</u>	<u>DAHC</u>	<u>LifeSigns</u>	<u>Total</u>
Net Profit	\$ 346,331	\$ (9,634)	\$ 325,935	\$ 662,632
Net Profit (Loss) Consolidated				\$ 662,632

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GLAD
Revenue by Funding Source
For the year ended June 30, 2023



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