

1 **GREATER LOS ANGELES AGENCY ON DEAFNESS, INC.**
2 **Executive Agency Board of Directors**
3 **Wednesday, January 28, 2009**
4 **MINUTES**

5
6 **President Kurs called the meeting to order at 7:05 p.m. A quorum was present.**

7
8 **I. ROLL CALL**

9
10 Board Members Present:

11 David Kurs-President, Stephen Schultz-Treasurer, Sheri Hithe-Hultgren-Secretary, Vickie Bourdas, Adina
12 Calnan, Jonathan Weiss, Fred Lovitch, John Arce, Robert Sidansky, Modela Kurzet, Robert Sutton

13
14 Ex-Officio:

15
16 Absent:

17 Etta Stecker-Vice President, Deborah Merryman

18
19 Visitors:

20 None

21
22 Staff Present:

23 Dr. Patricia Hughes, Paul Stuessy

24
25 Interpreters:

26 Laura Ripplinger, Robbie Sutton

27
28 Recording Secretary:

29 Jainah Ranger

30
31 **II. APPROVAL OF MINUTES: Meeting of December 3, 2008**

32 Page 4, line 35 change "Lotvich" to "Lovitch".

33 Page 4, line 39 change "Ion" to "Ino".

34 Page 2, lines 3 through 14 was revised to "Schultz welcomed everyone back due to there being no
35 meetings for the last six months. Schultz stated that the overall budget was reviewed before announcement
36 of ten percent cut by DSS. We submitted the revised budget to DSS to reflect the ten percent cut starting
37 in December 2008. Reviewed 10/31/08 financials it shows that GLAD is in the black showing year to date
38 (4 months) income of \$13,048.64. Reviewed consolidated audit report for year ending 6/30/08 and it shows
39 that GLAD and affiliates reported net income of \$210,753. Based on controller's report". **GLAD** – 2008
40 YTD Income - \$1,170,883.77 vs. 2007 YTD Income - \$1,197,819.32 **DECREASED**

41 **Revenue (\$26,935.55)** mostly due to less grant reimbursements

42 **LifeSigns** - 2008 YTD Income - \$772,029.73 vs. 2007 YTD Income - \$665,599.23 **INCREASED**

43 **Revenue \$106,430.50** due to more interpreting service requests.

44 **DAHC** - 2008 YTD Income - \$50,929.19 vs. 2007 YTD Income - \$50,422.10 **INCREASED Revenue**
45 **\$507.09** due to HUD's approved rent of \$971 per unit as compared to prior year's rent of \$932.

46 There is a reduction in salary and fringe benefits due to 10% cut as we are not filling some positions.
47 GLAD recently paid personal property bill for computer and equipments to City of LA for \$5,101.
48 Accounts receivable for LifeSigns has a large amount due to lack of staffing but are currently working on
49 getting caught up.

50 Sutton moves to approve the minutes with changes as they will be written. Hithe-Hultgren seconds. **MSC.**

1
2 **III. OFFICER'S REPORTS**

3 President's Report:

4 Hithe-Hultgren nominated Kurs to be President for another term. Sutton seconded. MSC. Kurs mentioned
5 establishing a system for preparing incoming presidents for the next election. Hughes is a very efficient
6 CEO and does an excellent job of running the organization. The CEO and the Board have a healthy
7 relationship. Hughes added that a new grant writer was recently hired to locate new grants for GLAD.
8 This grant writer is familiar with deaf culture and is fluent in ASL. Hughes reminded the Board that
9 GLAD's 40th anniversary is this year. Discussion ensued on different ideas for fundraising. Board
10 members could to use their contacts and make new contacts with celebrities to increase donations. With
11 GLAD's 40th anniversary coming up in the fall a community event could be held here at GLAD then have
12 a more formal event at a restaurant or hotel. HOB is the annual spring event and there could be an annual
13 fall event. Weiss has a contact in Los Angeles that owns a top of the line banquet hall and Weiss would be
14 willing to cook the food. The hall can hold up hundred seventy-five people. Hughes introduced staff
15 member Paul Stuessy to the Board. Stuessy works under two GLAD programs; Parent Connections,
16 educating hearing parents with deaf children, and healthcare, working with administrators to provide better
17 access to communication for the deaf community.

18
19 Vice President's Report:

20 No Report

21
22 Treasurer's Report:

23 Schultz referred to a handout. The Year to Date (YTD) total as of December 31, 2008 is \$47,895.31.
24 GLAD's income has increased mostly due to \$50,000 donation from the Prisk Foundation. LifeSigns
25 revenue has gone up due to more interpreting requests. DAHC's income has gone up due to rent increase
26 but at the same time DAHC has incurred new expenses mostly in personnel costs and utilities. Accounts
27 Receivable - GLAD has an outstanding balance of \$477,193.56 and LifeSigns has an outstanding balance
28 of \$480,683.01. Another Accounts Receivable clerk has been hired for LifeSigns, which is more cost
29 effective than having a collection agency to do the follow up on delinquent accounts. The total surplus for
30 YTD \$47,895.31, ending December 31, 2008, figure given was for all three organizations: GLAD, LS,
31 DAHC. The total cash on hand per controller's report as of meeting date (1/28/09) was \$1,134,724. Last
32 year for YTD profit and loss statement we were experiencing a deficit of \$93,300. A pie chart handout
33 showing budget cut for programs was passed out for the Board to review. Some of the programs had more
34 than a ten percent cut. I & E (Information and Education) grant was the one with the thirty five percent
35 cut. February 1, 2009 the state will probably issue IOU's. There may be more cuts in March.

36
37 Secretary's Report:

38 Hithe-Hultgren stated there will be a closed session after the Board Meeting is finished.

39
40 **IV. CEO'S REPORT**

41 Hughes mentioned the staff are doing well but are busy.

42
43 *Annex*

44 There will be a meeting February 9, 2009 with LACD to discuss their donation. Sutton has a contact that
45 is willing to design the new annex building for free. The architect must be able to design the building
46 commercially even though there may be some apartments. Calnan suggested Hughes have a report on
47 what phase the annex is in. Then Board members provide the appropriate contacts for each phase for the
48 demolition of the annex.

49
50 *LifeSigns December*

1 Number of Request: 1,100(down from 1,134)
2 Cancellations: 141 (down from 203)
3 No Interpreter Available: 33(down from 93)
4 February 9, 2009 we will have a new staff interpreter starting. CODIE has a full house staff of interpreters.
5 Calnan suggested posting the interpreter request PDF form on the website and then could be emailed
6 instead of being faxed. The billing party's signature is still required. Hughes commented that LifeSigns
7 dispatchers cannot send out more than ninety-nine emails at a time due to FCC regulations. Hughes has
8 been communicating with the CEO of the MailStreet to see if they can make an exception in allowing
9 LifeSigns to send out more emails at a time. Constant Contact does not connect to blackberry and
10 LifeSigns needs a provider that connects with Blackberry. Bourdas recommended www.iContact.com
11 another website for mass emailing. LifeSigns received the first payment through QuickBooks online
12 recently. . Two hundred women attended our cancer workshops so far.
13

14 **V. SUBSIDIARY REPORTS**

15 LIFESIGNS Chair Report:

16 No Report. The board will meet February 17, 2009.
17

18 DAHC Chair Report:

19 No Report
20

21 CODIE Report:

22 Kurzet announced up coming events. The next HOH support group is February 3, 2009. There will be a
23 pizza night in Moreno Valley on the third Wednesday of the month. Also a cancer workshop will be
24 February 4, 2009. IHSS, In Home Support Services, group will be meeting April 8, 2009. On May 27,
25 2009 will be the immigration workshop. CSDR is conducting a raffle for a Dodge Start Swinger. The next
26 Board meeting is yet to be decided.
27

28 TRI COUNTY Report:

29 Sidansky stated there are several events for the community to attend. The Strawberry Festival is Tri's
30 biggest event and we are hoping this will become a traditional event. The new advocate Christina Montero
31 is doing a wonderful job.
32

33 OC-DEAF Report:

34 Sutton mentioned the next meeting will be February 6, 2009. Deaf Awareness Day at Disneyland will be
35 in March. OCDEAF recently gained a new board member.
36

37 **VI. COMMITTEE REPORTS**

38 Finance Committee Report:

39 No Report
40

41 Governance Committee

42 Sutton stated there are concerns about what was done in the past regarding how long the past presidents
43 term is and needs to be discussed to avoid any future issues. Hithe-Hultgren will research current By Laws
44 and minutes from April 2005 when Kurs took office.
45

46 Nominations Committee:

47 Hithe-Hultgren reported there is another person interested in joining the Board. Hithe-Hultgren suggested
48 setting up different process of doing nominations for incoming Board members. The current process is
49 Board Members will recommend a certain individual and the Board will discuss it. Once a resume is
50 obtained for the nominee, then they are invited to attend a Board Meeting. The Nominations Committee

1 receives the resume, interviews the nominee and decides if the nominee is a good match or not. The
2 individuals that are nominated need to be informed they are being considered, be made aware of the
3 nomination process and informed of the reason for the Boards decision. The current selection process
4 works well and emphasizes the Board is looking for quality Board Members.

5
6 Personnel Committee:

7 No Report

8
9 Fundraising Committee:

10 No Report. Schultz moves to have a 40th anniversary celebration this year. Kurzet seconded.
11 The 40th anniversary celebration will be held in the fall. There will be a community celebration at GLAD
12 and then a formal celebration at a restaurant or hotel. The community celebration and the formal
13 celebration could be on the same weekend. Weiss has a contact in Los Angeles that owns a top of the line
14 banquet hall that may be available for the 40th anniversary celebration. The Board will take on most of the
15 work load due to the GLAD staff being spread so thin. **MSC.**

16
17 **VII. UNFINISHED BUSINESS**

18 None

19
20 **VIII. NEW BUSINESS**

21 Sutton moves for Kurs to form a committee to start a five year plan. Hithe-Hultgren seconds.
22 Lovitch abstained. **MSC.**

23
24
25 **IX. PUBLIC INPUT**

26 Stuessy mentioned he enjoyed attending the Board meeting and observing how well the Board members
27 work together.

28
29 **X. ANNOUNCEMENTS**

30 None

31
32 **X. ADJOURNMENT**

33 Meeting adjourned 9:50 pm. The next Board Meeting will be held February 25, 2009 at 7pm.

34
35
36 _____
37 Hithe-Hultgren
38 Board Secretary