

MINUTES
HLAA-CA BOARD OF TRUSTEES WEBEX MEETING
October 16, 2015

Lynne Kinsey, HLAA-CA Secretary, submitted February 13, 2016
Remote CART was provided by Teresa Russ, CSR, CRI 310-919-9224

BOT Attending (via WebEx): Jeff Chess (Treasurer), Zina Jawadi (President), Lynne Kinsey (Secretary), Nanci Linke-Ellis (Southern California Chapter Coordinator), Gail Morrison (Vice President), Don Senger (non-voting), Grace Tiessen (Editor, non-voting)

Guests (via WebEx): Toni Barrient

BOT Not Attending: Ram Kakkar, Jim Montgomery, Meg Wallhagen

1. **Zina welcomed everyone, called the meeting to order**, and provided guidelines to using WebEx and to meeting procedures.

A quorum requires 5 attendees. In order to vote on Bylaws and Standing Rules amendments, we need a 2/3 vote, which is 6 attendees. Ram or Jim will be contacted by phone to meet this requirement.

2. **The Minutes of the February 16, 2015 BOT Meeting** were approved unanimously by voting members in attendance via WebEx (moved by Gail, seconded by Jeff).
3. **The Minutes of the July 9, 2015 BOT Skype Meeting** were approved unanimously by voting members in attendance via WebEx (moved by Gail, seconded by Jeff).
4. **The Minutes of the August 12, 2015 BOT Skype meeting** were approved unanimously by voting members in attendance via WebEx (moved by Gail, seconded by Jeff).
5. **The Amended Bylaws** were voted unanimously by voting members in attendance via WebEx (moved by Gail, seconded by Jeff). However, approving Bylaws amendments requires 2/3 vote (6 votes), but only 5 voting members were in attendance, which was insufficient for approval. Attempts to reach Jim and Ram by telephone were unsuccessful. As a result, a written consent will be sent to all board members after the meeting.
6. **The Amended Standing Rules** were voted unanimously by voting members in attendance via WebEx (moved by Gail, seconded by Jeff). However, approving Standing Rules amendments requires 2/3 vote (6 votes), but only 5 voting members were in attendance, which was insufficient for approval. Attempts to reach Jim and Ram by telephone were unsuccessful. As a result, a written consent will be sent to all board members after the meeting.
7. **The 2016 budget** was presented by Treasurer Jeff Chess. He explained that he used conservative numbers. Don Senger asked about the \$6,000 deficit and Jeff explained

that we would have to do some fundraising. The budget was approved unanimously by voting members in attendance via WebEx (moved by Gail, seconded by Jeff).

8. **The location for a Spring 2016 BOT Meeting** was discussed. It had previously been suggested that this meeting be in Southern California, specifically the Los Angeles area.

Gail Morrison offered to have the meeting in Long Beach at the Disabled Resources Center, which is looped, has a screen, seats 50 or more, and is near the airport.

Nanci Linke-Ellis recommended the Ken Edwards Center in Santa Monica, where both her chapter meetings and the Disabilities Commission meet. The room is fully accessible with 2 plasma screens, an FM system, and a Cisco system microphone; and it is all included in the reasonable price of the room, (\$50-100). There is food available nearby, under-the-building metered parking, and it is near the freeway and airport.

A motion was made to have the February 2016 meeting in Southern California (moved by Nanci, seconded by Gail) and was then amended to specify “the Greater Los Angeles area, and not San Diego or Santa Barbara.” The motion passed unanimously (moved by Nanci, seconded by Gail).

9. **The date for the February 2016 BOT Meeting** was discussed. The potential dates were Saturday March 19, Sunday March 20, or Saturday March 26, 2016. Discussion followed on member availability on these dates. Saturday, March 19, 2016 was the preferred date. A motion was made and approved unanimously to have the meeting on March 19th.

The Spring 2016 HLAA-CA BOT meeting will be on Saturday, March 19, 2016, in the Greater Los Angeles Area (unanimous vote).

10. **The Treasurer’s Report** had been sent to the BOT on October 5th. Jeff received a \$450 bill for the Northern California Leadership Training after completion of the report. He paid the \$450 bill bringing the total for the training event to less than \$800, well below the budgeted \$1000. No action was required.

11. **Newsletter Report.** Grace did not have a microphone. Her written report is in the handout. No action was required.

12. **Website and Facebook Reports.** We have had approximately 40 visitors/day to our site, which is up from 30/day at the same time last year.

Our Facebook page continues to do well. Rachel McCallum continues to post and Bruce Harris posts occasionally.

13. **Southern California Chapter Coordinator Report.** Nanci apologized that due to health issues her report was late and she had not gone around to chapters as much as

she usually does. She had people at the Walk4hearing in San Diego and there was an HLAA table, from which most of the material was taken.

Nanci recently joined the California Court Reporters Association CART Advisory Committee. They encourage court reporters to become CART providers. Half of the people at their convention did not know what CART was. There was a "CART Attack" team at the San Diego W4H and the team was one of the high collecting teams.

Most of the Southern California chapters are active. Some have expressed concern over the Unified Membership Program, because of Ed Ogiba's resignation. HLAA is not dealing with it until there is a new HLAA Director of Chapter Development.

14. **Strategic Plan Report.** Five of our ten goals have been fully completed. State Conference and Information Summary tasks have not been fully initiated. Much research was begun on the State Conference. Both of these teams need leaders. The leaders do not need to be board members. Zina will post a volunteer request in the Spring Newsletter.
15. **Advocacy Report.** Gail is the new Advocacy Team Leader. Gail wants to focus on a particular new project, which will help our grant applications. She would like to work with a school to get hearing aids for children that need them. Nanci mentioned that these students are already identified by the city, state, and school district; and are covered by the ADA. She suggested we focus on something that is not already covered and for which parents have difficulty getting districts to provide, like CART.
16. **California Academy of Audiology (CAA) Annual Conference Report.** We had an HLAA-CA booth in their vendor/ product hall on September 10 and 11, 2015. The booth was part of our partnership with CAA. Due to the resignation of our team leader and two booth workers, Zina prepared the signage, brochures, and scheduled the volunteers. Silicon valley Chapter provided 5 volunteers: (Maggie Iller, Judie Cordy, Earl Mizuguchi, Lynne and Stephen Kinsey). They covered long hours and made contact with both professional and student members of the CAA.
17. **Fundraising Report.** Zina's fundraising mailer resulted in a \$2,000 donation. Another \$2,000 donation came from (donor's name withheld for privacy) and her husband (donor's name withheld for privacy). Two other donations totaling \$1,125 were made (donor's name withheld for privacy). Zina incurred over \$300 in expenses related to her fundraising efforts, which she treated as a donation.
18. **Nominations Report.** Gail stepped in to lead the Nominations Team. Thus far there are no nominations. She has a few people that have been suggested and wants to know, if she should contact them. The stated deadline is October 31st. Please submit names of both HLAA members and non-members with connections to people with hearing loss that would be good board members.

19. Unfinished Business and Action Items from Previous Meeting (February 16, 2015).

Items 1 to 6 are complete.

Item 7. Nanci was tasked to ask chapters to submit newsletter articles to Grace. Nanci has asked all of the Southern California chapters and noted that there are fewer submissions from Northern California. An action item was made for Don and Zina to request articles from Northern California chapters. There has been an article submitted on our participation in the CAA Conference.

It was noted that some chapters have excellent newsletter articles and that chapters should send their newsletters to Grace, so she could possibly use some of their articles.

Regarding BOT participation in the San Diego Walk4Hearing, Lynne and Stephen Kinsey will be going from San Jose to the San Diego Walk4Hearing. Nanci still cannot drive, so she doesn't know if she will go.

20. A Survey Requested by a Trustee. The survey question is: If you live within 40 miles of SFO, LAX, or any airport near a BOT meeting, are you willing to house and transport out-of-town BOT members for in-person meetings? If you are willing, say Yes.

Lynne is close to San Jose Airport and could house one person.

Someone asked if this, also, applies to a teleconference.

Someone indicated that they knew someone that probably would, and that we should ask other HLAA people that are not on the BOT.

Someone indicated that they would ask others.

21. A Second Survey suggested by a Trustee. The survey question is: Are you willing to stay at a host home and be transported by the host? If you are willing, please say yes.

Someone said: I am willing to have someone stay at my house; and I am willing to stay at somebody else's house. Somebody else was willing to transport people.

22. A suggested Discussion Topic by a Trustee. Reduce or eliminate travel reimbursements (currently \$200 maximum per person). Lengthy discussions were held and questions asked, resulting in numerous versions of a proposed motion to define applicable travel reimbursements: Should reimbursements be totally eliminated? Should reimbursements be eliminated only for transportation? Should meals be reimbursed? Should BOT members be encouraged to not request reimbursement?

Comments & opinions were expressed: This could put a burden on members who might not be able to afford the travel expenses. Board members agreed to be on the board based on our current Standing Rules. This could hurt the recruiting of new board members, especially younger people or adults having difficult financial times. Rather

than encouraging members to not take a reimbursement, we should give them that option. We have stopped providing lunches at meetings.

There were questions about what was considered a travel expense. Both Jeff and Don pointed out that they are clearly defined in several sections of the Standing Rules.

Nanci finally suggested this motion (then moved by Jeff, seconded by Don):

Upon request, HLAA-CA will reimburse travel expenses to a Board Member up to \$200.

This would require a change to the Standing Rules and another vote to approve the change. It could be added as an item 4E, "Upon request maximum reimbursement of a trustee is \$200 for the total travel expense, including airfare, transportation, use of personal car, parking, and lodging."

It was further suggested that "upon request" be added to the Standing Rules in the section about the maximum reimbursement per trustee on page 67 of the packet.

A motion was made and then seconded by Gail. This motion passed unanimously.

23. **Discussion suggested by Trustee. Until we have more money, we should have only one in-person meeting per year, alternating between south and north.** In other words, 2016 in Southern California and one in-person meeting in the North in 2017.

In-person meetings are far more effective, but our financial viability is more important. The motion was made: **"For 2016, there should preferably be one in-person meeting per year, alternating between south and north."** This motion passed unanimously (moved by Jeff, seconded by Gail). This will be in effect until our financial situation improves.

24. **Potential New Items Raised During this Meeting.**

All BOTs should look for ways to collaborate with other organizations and for specific organizations with which we can collaborate.

There was a short break at 8:16 pm, so Zina could try to reach Jim and Ram by phone to vote on the Bylaw and Standing Rule Changes.

The meeting was called back to order without having reached either by phone. The meeting proceeded with a Summary of the Action Items:

Action Item 1: Gail & Zina: Contact people who may be interested in joining the HLAA-CA BOT.

Action Item 2: Don & Zina: Send emails to chapter leaders in Northern California to encourage them to submit articles to Grace for the HLAA-CA Newsletter. These leaders should also add Grace to their mailing list for their chapter newsletters.

Action Item 3: Entire BOT: All BOTs should look for ways to collaborate with other organizations and for specific organizations with which we can collaborate.

There was a break at 8:50 pm to again attempt to reach Jim and Ram. If they are not reached during this meeting, we will complete the voting by US Mail.

Zina summarized that all votes done today were unanimously voted Yes by Jeff, Gail, Lynne, and Nanci. Zina added her Yes votes to each issue.

Zina will send written consents to all BOTs to be returned in writing.

The meeting was adjourned at 8:55 pm.