

## KCD Board meeting 3/16/23 Minutes

In attendance: Chrissy Vorreyer-Davis, April Haggard, Daniel Maxwell, MaNeesha McIlwain, Angela Simmons, Jimmy Smith,

Not in attendance: Gay Baker, Barbara Berry, Jennifer Dean

Called to order 6:45 pm with introductions, first attempt at Livestreaming the meeting

Silent Invocation

Approval of Minutes-voted unanimously with one change that the spelling of Christy throughout the document be changed to Chrissy.

Public Comment:

James Love-cautioned the board to not consider selling the building

Nina Owen-reconsider charging groups such as the Deaf Quilters for use of the Community Room

Executive Directors Report:

-Good attendance at the recent Special Events (Town Hall, CODA/KODA Golf, Valentine Dinner)

-KCD staff: Daniel Cobble back to full time this month, Chrissy hopes to be full time in April

-Interpreting Services- fluctuates but improving. If continues to improve, move forward with hiring a staff interpreter and scheduler

-Budget-Billable hours fluctuates month to month as well as revenue. Expenses change month to month depending on need, but the Net Income looks good.

-UBS account was repaid the money that was withdrawn to cover immediate expenses.

-Timesheets will transition to using Quickbooks next month.

-Grants-continue to apply

-Deaf Blind Program-KCD has 4 SSPs and need more. The goal is to provide trainings and social events specifically for the Deaf Blind Community this year.

-ASL Program-an outline was given to expand the current ASL class to a tiered 7 class program with other opportunities to further develop ASL skills working with a Deaf mentor.

-Goals for the next 3 months for the Board of Directors, the Community, and KCD Operations were outlined.

Treasurers Report:

-Jimmy Smith presented the Profit/Loss Statements and the Financial Statements for February & March.

-Daniel Cobble explained the breakdown for each line item of the Financial Statement. Most items are self explanatory but the ones that were not or were questioned during the meeting were:

#14 Postage-specifically for IRS mailing

#32 Cell Phones-reimburse staff for use of their personal cell phone. Daniel said that KCD pays half of the bill. Becky Wood says it is a fixed rate \$25.

#36 Copy Machine Lease-the lease ends in 2025. To break the lease early would cost more than to we would save. \$6,000(?)

#49 Youth Night-Daniel Cobble stated this hadn't been used in several years. MaNeesha asked if there were funds available to be used. Chrissy said yes, she has used the funds for recent Youth Nights.

#50 Zoom-KCD pays \$30 a month for 3 accounts. Could have up to 10. However, only 1 account is able to be used. Chrissy has struggled to use the one assigned to previous Executive Directors. The one assigned to Becky Wood is shared by staff and occasionally contract interpreters.

Budget-Chrissy & Daniel Cobble have discussed the 2023 budget. April explained that typically the budget is discussed and created in the Fall. However, the financial crisis that hit last Fall, but the 2023 budget on hold while they worked to resolve that issue. The budget is just of projected monies, not actual dollar amounts. The budget was approved unanimously.

#### President's Report:

- The board received training on February 11th by Neil McDivitt a Deaf Executive Director and trainer.
- An Orientation training video was created by April and Chrissy for the board
- A goal is set to discuss where KCD is in its Lifecycle.

Vice President's Report-Jennifer Dean was not able to attend and no report was submitted.

#### Old Business:

-Google Drive has been set up with folders for the Minutes, Financial Reports, etc. The board can add files themselves.

-Rebranding-Last Fall, board members Meme Kerr and Anna Austin met twice and ultimately decided that before moving forward, a new Mission and Vision statement are needed. They are no longer on the board, but are willing to be part of the committee. April encouraged the community members in the audience to be a part of the process/on the committee. Their input is needed, nothing will change before it is presented to the membership.

#### Committee Reports:

Financial-see Treasurers Report

Personnel-Angela reported that there will be an evaluation of the Executive Director soon, the process and form were researched on-line and will be discussed during the Closed Session after tonight's meeting.

Fundraising-Gay was unable to attend the meeting and did not submit a report

Nominations -Jennifer was unable to attend the meeting and did not submit a report

Building-the chair is vacant. April explained this can be led by a Community member and we have several pressing issues that need to be taken care of i.e. Exit Signs

#### New Business:

Jimmy moved to set up a committee to study KCD's Lifecycle. MaNeesha seconded. Passed unanimously

Announcements: none

#### Officer Elections:

All positions were uncontested for terms March 2023-March 2024

President-April Haggard 5-0-1 (Gay voted by proxy; Daniel Maxwell passed due to not knowing the candidates)

Vice President-Kristina Willicheva 5-0-1

Secretary -Angela Simmons 5-0-1

Treasurer-Jimmy Smith and Gay Baker will be co-treasurers as Jimmy's term ends in December

Adjourned at 8:20 pm