

Kansas Association of the Deaf
BOARD MEETING MINUTES
January 21, 2024.
Topeka & Shawnee County Public Library
Perkins Room #201

I. Call the meeting in order

President Kim Anderson called the meeting to order at 2:20 pm.

II. Roll Call

- President Kim Anderson **(Present)**
- Vice President Chris Haulmark **(Present)**
- Secretary/Treasurer Zavia Wheeler **(Present)**
- Youth Program Coordinator Jessica Schultz **(Present)**
- Appointed Board Member Adriana Gonzalez **(Present)**
- Appointed Board Member Cameron Symansky **(Present)**
- Appointed Board Member Annette Caraway **(Present)**
- Affiliate: Kansas Commission for the Deaf and Hard of Hearing **(absent)**
- Affiliate: Kansas South Central Association of the Deaf **(absent)**
- Affiliate: Olathe Club of the Deaf **(absent)**
- Affiliate: Kansas School for the Deaf **(absent)**
- Affiliate: Wichita Association of the Deaf **(absent)**

A quorum being present as defined in Article VI, Section 4 of the bylaws, the meeting proceeded with business.

III. Approval of Meeting Minutes

- [October 22, 2023 Board Meeting Minutes](#)
Cameron moved to approve the October 22, 2023 minutes as read. **MOTION CARRIED**
- [November 1, 2023 Board Meeting Minutes](#)
Adriana moved to approve the November 1, 2023 minutes as read. **MOTION CARRIED**

IV. Communications

- Received a request from KCDHH & MCDHH to be a sponsor for the 2024 Kansas City Interpreter's Conference.
- Received reminder for annual organization partnership with MDHAC.
- Received inquiry from Taylor Wise, one of the LaRosh Scholarship Recipients, about how to use her scholarship, which is due to expire this year in September 2024.

V. Board Reports of KAD Officers

President Kim Anderson

- Completed the 'President's Corner' for KAD's Quarterly November 2023 Newsletter.
- Attended the SA Region II Zoom Meeting, December 10, 2023.
- Assisted Adriana with and attended the Financial Stages of Life Workshop, December 16, 2023.
- Self-training on Treasurer tasks since October 2023 to team with Zavia.

Vice President Chris Haulmark

- Assisted Adriana with the Financial Stages of Life Workshop, December 16, 2023.
- Upon request from Missoula Club of the Deaf in Montana, Chris will go to Montana to provide advocacy support, board/parliamentary and leadership training.
- The Social Justice Committee received inquiries about Senior Citizens in assisted living dealing with access issues.

Secretary-Treasurer Zavia Wheeler (Kim Anderson)

KAD GENERAL FUND BUDGET	Proposed budget balance - current expenses = remaining budget balance
1. Accounting	\$100.00
- Certified CPA	
2. Board Expenses	\$491.99 - \$27.75 = 464.24
- Transportation	
- Other expenses	
3. Delegates - NLTC	\$590.68
4. Delegates NAD (NBDA)	\$2,777.41
5. Dues/ Taxes	\$460.00
- NAD Membership Dues (\$200 yearly)	
- Annual Report Fee (\$40 yearly)	
7. Awards/Recognitions	\$150.00
8. Gifts to KSD	\$500.00
9. Youth Programs	\$1,500.00
- JrNAD (\$100 yearly)	
- YLC or Deaf Camps	
10. Leadership Training	\$700.00
- Speaker about leadership	
11. Insurance/Bond (\$136 yearly)	\$164.00
12. Postage	\$195.38
- Stamps	
13. Printing/Newsletter	\$200.00 - \$144.84 = \$55.16
- Meeting Minutes	
- Brochures	
- Newsletter	
- Membership cards/forms	
14. Public Relations	\$2,000.00
- MDHAC Annual Membership (\$500 yearly)	
- KAD Display Board	
- Booths	
15. State Conference/Cookout	\$1,500.00
- Boards' registrations and lodgings	
- Conference/cookout expenses	
16. Social Justice	\$2,000.00
17. Sponsorship	\$2,000.00
18. Misc/ZOOM/WIX	\$500.00
Proposed Budget - Expenses = PROPOSED BUDGET BALANCE	\$15,829.46 - \$172.59 = \$15,656.87
ZVRS Fund Balance	\$1,566.77
Drei McIntosh's Deafblind Fund Balance	\$947.93
DIP 101 Balance	\$3,690.78
Interpreter Section Committee Balance	\$4,000.00
Special FUNDs Balance → →	\$10,195.48

DECEMBER Revenues

12/7 3 Memberships through PAYPAL	\$ 27.93
12/20 1 Membership	\$ 10.00
12/29 American Online Foundation Giving - Donor Donation Direct Deposit	\$ 48.56

Total Revenues \$ 86.49

DECEMBER Expenses

12/3 Amazon - Printing/Mailing Supplies for hardcopies of Newsletters/flyers	\$ 144.84
12/20 Deluxe - Reorder Bank Checks with new address	\$ 27.75

Total Expenses **\$ 172.59**

- There is a remaining balance of **\$3,368.09** from budget line items #3 Delegates NLTC & #4 Delegates NAD (NBDA) to use towards the 2024 NAD Conference. If we need more than that for the 2024 NAD Conference, we must get it through fundraising efforts from now til June.
- The subscription for the wix website DeafInfluencer.com has been canceled due to lack of use for it. It would have cost us about \$190 to renew it for another year. We currently do not have plans to use it in the next few months. If we decide to use the website again, we can renew it when ready to be active with it.
- Regarding membership, we currently have 88 active members out of 635 listed in our excel sheet. The membership list goes as far back as the year 2000. Chris wants to revamp the membership excel program for better management and create an efficient and friendly user reminder system. He will work on that before the next Board meeting in April.
- We need to reconsider how we use line items #14 Public Relations \$2,000 and #17 Sponsorship \$2,000. Need to make sure funds go to sources that meet KAD's mission. Might want to consider redirecting some of these funds to the line item #10 Leadership Training. Changes to the budget (and bylaws/AOI) can be proposed at the 2025 General Business meeting.

Checking account's balance as of December 31, 2023 = \$ 17,030.81

KAD Budget as of December 31, 2023	
Checking Account	\$17,030.81
ZVRS Fund Balance	\$1,556.77
Drei McIntosh's Deafblind Fund Balance	\$947.93
DIP 101 Fund Balance	\$3,690.78
Interpreter Committee Fund Balance	\$4,000.00
Checking acct balance - Special Funds = KAD's General Fund Balance	\$6,835.33
KAD'S General Fund Balance	\$6,835.33
Special FUNDS Balance	\$10,195.48
Budget Balance (match bank statement 12/31/2023)	\$17,030.81
LaRosh (M.L. as December, 2023)	\$112,994.39
Merrill Lynch (as of December, 2023)	\$ 69,333.39
Total of M.L. accounts	\$182,327.78
Checking Account	\$17,030.81
Total of Merrill Lynch accounts	\$182,327.78

Grand Total	\$199,358.59
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Youth Coordinator Jessica Schultz

- Been in contact with Kaitlyn Millen about a proposal for an online zoom IEP workshop for parents of D/HH.
- In the progress- meeting with Jayda to complete her duty (letter about YLC)
*Newsletter in February
- Contacted with Kim, Interested in Deafhood 101 (Email)

Appointed Board Member Annette Caraway

- No Report

Appointed Board Member Cameron Symansky

- No Report

Appointed Board Member Adriana Gonzalez

- Received inquiries about the website compatibility for DeafBlind
- Report follow up with DSAT still in process.
- DeafBlind friendly logo tshirts for KAD, will research more on that.
- Observed DEI meeting at KSD, will work later on DEI within the community with DEI consultant.

VI. Ratification of Email / Video Conference Motions from Board Members

N/A

VII. Unfinished business

- Coordinate giving the Distinguished Service Award to Senator Molly Baumgardner for her significant legislative efforts on behalf of Deaf Kansans for the 2021-2023 term. Recommend to make arrangements to present the award to Senator Baumgardner in front of her peers on the Senate floor during the 2024 legislative session. If not able to present on the Senate floor during the legislative session, maybe consider during the Deaf Day at the Capitol. Kim and Chris are working on figuring out what can be done. Kim has reached out to Sheri Youens about the design and cost of an award, and will have a FT meeting with her on Monday, January 22nd at 1 pm EST.

VIII. Important Business to Decide

- Begin fundraising for the 2024 NAD Conference, July 1 - July 6, 2024. Need to know who/how many want to go and start planning. Currently have a balance of **\$3,368.09** to use towards the Conference. If we need more than that, we need to find other sources, i.e. fundraising.
- Consider getting new t-shirts to make them DeafBlind friendly and be a role model for other state associations to follow.
- KAD Booth at the KSD Career Fair on March 20th. Zavia will be there to represent KAD.
- KAD Booth at the Deaf Day at the Capitol, March 27th. Zavia, Kim, Adriana, Chris and Annette will be there to represent KAD.
- Board members to take Deafhood 101/201 from MDHAC. This is a leadership training/advocacy opportunity to meet KAD's mission, suggest funding the registration(s) from budget line item #14 Public Relations - MDHAC to meet KAD's mission, rather than as an annual membership. Funds still go to the same organization, but used responsibly to meet KAD's mission. (Jessica, Adriana,

Annette, Cameron and Zavia are interested in taking Deafhood 101)

- F. Would like to update all board member's email addresses using their first and last name rather than officer positions - this allows for easy recognition of who's who for correspondence and a smoother transition from incoming and outgoing board members.
- G. Newsletter due February, assign topics/vlogs.
- H. Are all board open to considering a Board Day-Retreat the morning of and after the next Board meeting on April 21st? Need to finish up on the following:
 - 1. Board Training
 - 2. Budget Literacy
 - 3. Strategic Plans
 - 4. Bylaws/AOI
 - 5. Statewide Cookout 2025 Planning

IX. New Business

KAD-BD-24-1 MOTION: Cameron (Jessica) moved to send board members: Adriana, Annette, Jessica, Cameron and Zavia to take Deafhood 101 workshop using the funds from budget line #14 up to \$1,200. **MOTION CARRIED 7 AYE 0 NAY 0 ABSTAIN 0 NO RESPONSE**

X. Announcements

No announcements.

XI. Adjournment

The meeting was adjourned at 5:00 pm.

The next Board meeting will be at the Topeka & Shawnee County Public Library on Apr 21, 2024.

Future Board meetings:

YEAR	DATE/TIME	ACTIVITY	LOCATION
2024	February 1 st	Newsletter Due	
2024	April 21st, 2:00 PM	Board Meeting, Topeka, KS	Topeka & Shawnee County Public Library
2024	May 1 st	Newsletter Due	
2024	July 28th, 2:00 PM	Board Meeting, Topeka, KS	Topeka & Shawnee County Public Library
2024	August 1 st	Newsletter Due	
2024	October 20th, 2:00 PM	Board Meeting, Topeka, KS	Topeka & Shawnee County Public Library
2024	November 1 st	Newsletter Due	
2025	January 19th, 2:00 PM	Board Meeting, Topeka, KS	Topeka & Shawnee County Public Library
2025	February 1 st	Newsletter Due	
2025	April 20th, 2:00 PM	Board Meeting, Topeka, KS	Topeka & Shawnee County Public Library
2025	May 1 st	Newsletter Due	
2025	June or July ?	Statewide Cookout/GB Meeting	Gage Park, Topeka, KS – Big Gage Shelter

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Respectfully submitted,

Zavia Wheeler
Secretary of the Kansas Association of the Deaf

Date approved:4.14.2024