

**HLAA-WA Executive Committee
Saturday March 29, 2014
Duvall Fire Station Headquarters**

The meeting began at 2:30 pm.

In attendance: Greg Bawden, Karen Utter, Elizabeth Jensen, Glenda Philio, and Cheri Perazzoli.

Action items in red

Open board positions.

The executive committee (committee) discussed which board terms are up this year, people who have announced they are stepping down, or may step down from the board this year, and what steps are spelled out in the bylaws for filling empty board positions.

***Actions:** Greg will follow up with board members and potential candidates, and we will begin to put together the nominations committee at the May meeting.*

Picnic

The committee chose July 19th as the first choice and July 26th as the second choice. The plan is for the picnic to be at Lake Boren Parl in Newcastle again this year, and everyone agreed on reserving the picnic area for the entire day (vs. only half day). Karen reminded everyone that reservations open three months prior to the event. Glenda offered to head up the picnic planning process.

***Actions:** Karen will follow up with someone she knows about the park reservations.*

Training at Board Meetings

Greg gave some suggestions for training topics at future board meetings, and asked for feedback or other suggestions as well. His suggestions included:

- Social Media and Facebook
- How to access board documents on the HLAA-WA web page
- Assistive technology (and Greg mentioned that the session at the January training was well received).

The committee responded that the social media and assistive technology topics would be valuable and also added:

- Training in the use of the portable loop (P200) system
- Training on how to grow HLAA chapters.

It was discussed that future board meetings should be held in rooms large enough to accommodate attendance by non-board members. Greg explained that the May 3rd meeting is scheduled to be at the Alzheimer's Association, but after confirming that arrangement, he was educated by Karen and Cheri in the need for larger venues.

A discussion of other possible locations included the King County Library Service Center in Issaquah.

***Actions:** Greg will check with Judi about Everett area locations (since she had started doing this for the May meeting before Greg told her we had made other arrangements.)*

Give Big

Greg explained that Britney Casey has been busy with family and other matters and cannot provide assistance at this time.

One urgent need is to make up a list of specific examples of "what your dollars can do." For example, donating \$400 could provide ___ hours of CART at a training event for people with hearing loss."

There was general discussion on what steps are needed and how much effort can HLAA-WA invest in Give Big this year. It was agreed that we should make an effort to get info on Facebook, the Website, and prepare materials to send out to the HLAA membership. **This will be a group effort.**

There was a general discussion of what email lists we have access to.

***Action:** Greg will check his email lists. Karen and others?? will take the lead on developing examples of how different size donations can serve the hearing loss community. As promotional materials are updated, materials will be sent to Marsha for Facebook and Kate for the website, and Greg (and Karen for coordination with the chapters) for email distribution.*

Email List Management

Greg described the need for an online service or software to better manage and maintain email lists for members, the newsletter, donors, audiologists, and others. Examples would be Constant Contact and Mail Chimp.

***Action:** We should check with Scott, our web developer, to see what tools he recommends.*

Dr. Juliette Sterkens Visit

Cheri gave an overview of the events planned for Juliette Sterken's visit in late April. The one confirmed event is for audiologists, and will be held Saturday April 26th at Virginia Mason.

Cheri is working on several other possibilities, including a dinner possibly Thursday April 24th or Saturday April 26th.

Action: *Cheri will continue her work on lining up a possible training event with ODHH (Greg's update on Thursday 4/3 this event is now off). Cheri will provide a flyer for HLAA members to send to their audiologists.*

Wash-CAP

Brief discussion of how we can help promote the Mariner's new captions.

Actions: *Karen will distribute a flyer to the chapters. Greg will write an article for a future Sound Waves (and possibly to send to HLAA members) encouraging HLAA members to visit theaters and sports venues that provide captions or loops, and to be sure to THANK THE FACILITY afterwards for making their facility accessible.*

Newsletter Advertising Coordinator

Greg explained that Penny Allen had asked us to find someone to take this over back in January. The committee discussed who might be willing to help with this project.

Action: *Greg will contact a possible candidate.*

Web Advertising

There was general discussion about the need for advertising on the HLAA-WA webpage, and maybe that it is not necessary at this time.

Several changes in the HLAA-WA website were discussed, including: changing the "landing page" to the "About Us" page. Also the lower portion of the "landing page" could be cleaned up or its purpose clarified.

Action: *Greg will ask Kate about changing the landing page to the "about us" page.*

Other Items

Cheri talked about some current projects with Let's Loop Seattle. She asked people if they can send her photos of them at work with an explanation of what accommodations have been made for their benefit.

Greg talked about a recent experience as school board member where each board member had a chance to visit with individual students. The background noise level and soft children's voices made it impossible for him to hear. He asked for suggestions on how solve this challenge!

Respectfully submitted,

Glenda Philio, Secretary