Meeting Minutes

6:00 p.m.
Thursday, November 16th, 2023
Dennis R. Neill Equality Center
621 E. 4th Street

OKEQ seeks equal rights for 2SLGBTQIA+ individuals and families through intersectional advocacy, education, programs, alliances, and the operation of the Dennis R. Neill Equality Center.

<table>
<thead>
<tr>
<th>Meeting Type</th>
<th>Executive Committee</th>
<th>Board Meeting</th>
<th>X</th>
<th>Executive Session</th>
<th>Other</th>
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**Executive Committee**

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<tr>
<td>President - Eric Wilson</td>
<td>A</td>
<td>Treasurer - Julie Chase</td>
<td>P</td>
<td>At-Large - Kristy Vann</td>
<td>V</td>
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<td>Vice President - Bob Hanson</td>
<td>P</td>
<td>Secretary - Whitney Cipolla</td>
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**Board of Directors**

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<tr>
<td>Zoe Brett</td>
<td>P</td>
<td>Julia Fletcher</td>
<td>V</td>
<td>Kylie Vanderslice</td>
<td>U</td>
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<tr>
<td>Eddie Carreno</td>
<td>V</td>
<td>Liz Ortiz</td>
<td>P</td>
<td>Monique Washington</td>
<td>V</td>
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<td>Claire Combs</td>
<td>V</td>
<td>Crista Patrick</td>
<td>P</td>
<td></td>
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<tr>
<td>Kaylyn Compton</td>
<td>P</td>
<td>Paula Shannon</td>
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**Board of Advisors**

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<td>Jodi Rachel Green</td>
<td>A</td>
<td>Bonita James</td>
<td>A</td>
<td>Denise Reid</td>
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<tr>
<td>Stephen Haney</td>
<td>V</td>
<td>Michael James</td>
<td>P</td>
<td>Ann Reynolds</td>
<td>P</td>
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<tr>
<td>Alexandria Hefner</td>
<td>P</td>
<td>Tiffany Oslin</td>
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Attendance Legend: P = Present in-person; V = Present virtually; A = Absent with approval; U = Absent without notice/approval
Called to Order

1. **Approve Prior Meeting Minutes** (6:00-6:05 PM)
   a. Motion - Crista
   b. Second - Julie
   i. Approved

   a. Finance Committee Report
      i. September financials and end of year updates
         1. We are in the black! We profited $3K
         2. Creating the budget was our best guess this year, so we aren’t super concerned about variance with budgeted vs. actual
         3. The big hit to our finances this year was security for Pride because we weren’t expecting those costs
         4. We did get a lot of extraordinary donations. This time last year, we questioned if we could keep the doors open
         5. Affiliates
            a. Bartlesville is almost good to go. We paid some money to them in the check run this week
            b. Tulsa2Spirit is about to close out
            c. March for Our Lives and Marriage Equality Fund haven’t had any activity
   b. Audit Committee Report - Eddie Carreno
      i. We’ve sent some info for the financial audit; Jennifer is working on getting them the financial data, but there are a few end of fiscal year things we are closing out before we are able to do that
      ii. We expect it to be a quick turnover once the auditor has all of the necessary information

3. **Executive Director Report** – Dorothy Ballard (6:25-6:40 PM)
   a. Staff and operations
      i. We have 2 embedded counselors from CREOKS - we are getting referrals from their hotline or people calling us; we also have a dedicated case worker that already leads one of the support groups - they’ll also assist Dorothy with DEI programming
      ii. Working on unification across socials and on point branding
      iii. Staff and Dorothy have brainstormed revenue raising events
      iv. We have a contract for our kitchen to be used for commercial use
      v. Our Center’s nurse practitioner was getting paid per patient, but she will be salary-based now
      vi. We rolled off some contractors to help fund the nurse-practitioner’s salary
      vii. We are looking for additional funding, but we are expecting some incoming funds
          1. We should be getting $50K from a foundation
          2. First week of Dec. - should hear about another $50K
          3. FEMA approved $10K in security costs for reimbursement
      viii. Expansion and changes with IT - we are looking to make a lot of significant changes to the website to be more user friendly and secure
1. We have a donation of a server - Liz is a rockstar and will help with setting it up
   
b. Programming
   i. Starting grief support group
   ii. Starting affirm - Fridays, but adding an adult group and an adult virtual group
   iii. Dorothy’s in contact with a psychologist to assist with letters for gender affirming care
   iv. Youth programming is going to be happening on Saturdays in partnership with CREOKS and YST

c. Volunteer opportunities
   i. We need general volunteers at the front desk - there are gaps Tuesdays and Thursdays from 3 PM on
   ii. We need help with doing inventory for the building, store, and storage - a couple of hours or a few afternoons
   iii. The day after Thanksgiving will be Framily Day from 10 AM to 6 PM
   iv. This Sun. will be the Trans Day of Action Activism Fair
   v. The Fa La La Ball is happening this year - details to come; we are also working on a NYE event
   vi. We are in the process of obtaining ABLE licensing

4. Executive Committee Report – Bob Hanson (6:40-6:45 PM)
   a. General updates
      i. Forensic audit - we have a detective assigned to the police report now
         1. TPD has asked for additional documentation - credit card statements and backs of checks - we have provided these things
         2. There are no outstanding items from OkEq's standpoint, so we will follow up soon now that they have the information they need
      ii. Exec. met to evaluate Dorothy’s performance and set goals for the next fiscal year
         1. Focused on increasing programming, identifying new revenue streams so it’s not all coming from foundations and large individual donors
      iii. Liz raised that nobody seems to know where the data from the form at the front desk actually goes
         1. Dorothy is working with Beverly to set program metrics beyond just demographics of people coming to the Center

5. Governance Report – Whitney Cipolla (6:45-7:20 PM)
   a. Board orientation materials
      i. Whitney will add additional policies and procedures from Crista’s suggestion
   b. Board committees
   c. February board retreat
      i. February 3rd, 2024
      ii. Whitney will send a calendar invite

   a. Oklahoma providers, advocates worry as gender-affirming care ban set to take effect
   b. Oklahoma’s top school board denies requests to change trans students’ gender records
   c. Paula Shannon - TPS is still at great risk of losing accreditation; if this happened, the current Board would dissolve and LGBTQIA+ students would be at great risk

7. Old Business
   a. None

8. New Business/Open Forum (7:25-7:30 PM)
   a. Transgender Awareness Week Events
9. **Announcements (7:25-7:30 PM)**
   
   a. Our next board meeting will be a holiday party at Bob Hanson’s house on Thursday, December 21st

10. **Adjournment**
    
    a. Motion - Julie
    b. Second - Crista

**Meeting ended at 7:08 PM**