<u>MINUTES for AUGUST ORCA Board Meeting</u>

Called to order at 5:34 pm by: Paul

Attendees, in person or via Zoom (Y, N or N/A):

||Paul Oostenbrug _x__ ||Jessica Balluff _x online__ ||Jere Kelly x_

||Elizabeth McLane _x__ ||Peggy Roberts _x__ ||Craig Vitamonti _x__

||Trudy Burtis _x__

Guests, in person or via Zoom (check mark or x):

||Havens Levitt x ||Annie Neely ___ ||Esther Romyns ___

||Dennis Weber ___ || ||

Approval of __June______ **Minutes: Y N N/A** Minutes were not opened for discussion

July **N/A** Minutes were not complete

Changes or concerns:

Modifications to the Agenda: <u>Y</u>__N N/A

Add New Mexico State Aging Plan-Havens

Cultural Competency Training

Revisit in October

Presbyterian-In progress

DOROT

84 diverse participants

Four of the seven Discussion Leaders are from ORCA

Motion for Craig and Elizabeth to be exempt from voting because of the conflict-of-Interest in receiving their stipends.

Aging & Long-Term Service Dept (Not sponsored by ORCA)

NM Conference on Aging Sept 23-25 (T-Th) occurs during Rosh Hashanah and AAT program

Location: Glorieta, NM

Peggy tabling on Tuesday (8/23)

Paul and Jere on Wednesday (8/24)

Havens will present on Tuesday at 2:30 pm (8/23)

40.00 Registration fee

Bus from Santa Fe to Glorieta

State Aging Plan

SAGE National inquired about how effectively New Mexico addresses the LGBTQ aging community.

Aaron Tax from SAGE has sent a follow up letter to ask if we have information

Havens wrote an editorial for the Albuquerque Journal

  No organizational response

  No feedback

Newsletter

Barry notes that the links to Meetup events he includes in the newsletter are not being clicked by most of the people wo receive it:

  Aug Newsletter sent to 607 recipients, 163 people opened it (27.2%)

  1.2% clicked forward to a Meetup posting or other event.

Meetup

Difficulty approving new members

Need Social Media marketing

Need a Meetup GURU (Sub-role under Social Media Liaison)

Issues associated with inactive members

  Instead of planning to take inactive members from the list, focus on increasing active membership

  Why worry about inactive members?

  Meetup is making changes to access and access levels

  Paul and Jessica will work on restoring her access to Meetup

Positions remaining to be filled:

Meetup GURU

Social Media Liaison-Paul has a possible referral (Craig will contact)

Communications Liaison-

Dance Committee

Next Dance: September 20 2:30-4:30 pm; First Congregational Church

No theme; Same DJ as before; Free admission

It would be good to send personal invitations to leadership of EQNM, COMMON BOND, TGRCNM, etc. (maybe also Casa Q and Glissen?); tell them to invite a friend.

Finances

See Appendix A for Table of Account Information

Investment Policy

See Appendix B and prepare to discuss it in September meeting

Website Resource Page

What are the implications of listing resources on our ORCA page, do we face any liabilities if a treatment goes wrong?

Do we need a disclaimer on the page to account for these? (Are there any other organizations with official resources disclaimers?)

Discussion:

Possibly we should put the Out Business Alliance on our page to serve as a referral to people with issues.

There is a need for LGBTQ friendly home repair people.

We receive a lot of requests to put addiction/rehab/support resources on our webpage.

Maybe just recommend LGBTQ resource groups.

Program Development Committee

In lieu of a single program committee, committee members will volunteer for each event/program ORCA plans. There is no need for ORCA to have a volunteer liaison position at this time.

Urgent need for formation of PRIDE Committee

Action items:

ORCA action items 08/19/25

Paul proposed that ORCA deliver its training at the State Aging Conference.

Paul suggested that we promote the conference via the ORCA newsletter. He'll notify Barry.

Paul, Peggy, and Jere are all willing to table at the conference. Paul is only available on Wednesday.

Paul will give Craig the contact info for Terry Rich, who had offered to assist ORCA with social media. **DONE**

Paul will check Jessica's Meetup level of access and see if modifying it lets her approve new members. **Paul promoted Jessica to Event Organizer, which should solve the problem.**

Paul suggested that we offer a state-wide social get-together via ZOOM to help us attract people from throughout the state, which we'll promote at the State Aging Conference.

Paul will ask Havens if she plans to do another Noon Year's Eve event. Or whether we should hold a Friendsgiving around thanksgiving or in January. **DONE**

Paul will find someone to staff the door on September 20 at First Congregational for the dance.

We will vote on the investment policy in September.

Paul to review the resources page on our website to focus it on local groups and resources.

Paul to reserve First Congregational Church's fellowship hall for Saturday 11/22 or 11/29.

Paul to talk with Mike Chavez and Dennis Weber about Friendsgiving.

Craig to advertise for people to join the Pride Planning Committee.

Paul needs to transfer 5000.00 from the Merrill Lynch account to Nusenda checking account.

Paul and Craig to develop an annual calendar. **Here is a proposed calendar**:

(Trudy and Melissa added some ideas to this proposed calendar, highlighted in yellow)

> January – Friendsgiving (if someone organizes it); Ready, Set, Go Potluck? A "Joining of Generations" Potluck? (We can have a membership table or some such at ORCA only events)
>
> February – Valentine's Day Dance, Dance 1 (Dance Committee)

March – Pie Palooza (Havens and team)

April – Field trip? Spring Cleaning Rummage Sale? Grower's Market Gathering?

May – Dance 2 (Dance Committee); Senior de Mayo?

June – Pride Parade and Pride Expo (Urgent need for a Pride Planning Committee)

July – Pool Party (Paul & Jere)

August – Dance 3 (Dance Committee)

September – State Fair (senior day)? Ice Cream Social?

October – Town Hall Meeting (if someone organizes it)

November – Dance 4 (Dance Committee); Friendsgiving?

December – Noon Year's Eve (if Havens or someone else organizes it)

Announcements:

1. Annual Reporting to the New Mexico Secretary of State is November 15, 2025
2. ORCA in Person is the correct name of the social event that happens on the 2nd Thursday of every month. The name Monthly Community Town Hall has been discontinued.
3. 2025-2026 budget and Code of Conduct were approved by e-mail July 25, 2025

Adjournment at: (early) **by:** Paul

Next meeting: 9/9/2025 @ 5:30pm, Trudy's house

APPENDIX A: Investment (from Account Statements)

Finance: Sam Poarch, our bookkeeper, submitted a bill for $227.36 for July. Our Nusenda Credit Union account **has** $1294.90 in it as of 8/15/25. We had agreed to transfer $3,000 from Merrill Lynch into our Nusenda account, which Paul will do Monday, 8/18. Our PayPal account has $0 in it.

Our Merrill Lynch account has $195,666.05 in it as of 8/15/25. The larger CD ($103,191) matured in May and is now in a $70,582 CD and $36,804 cash account, about to be invested into a Money Market account. Merrill Lynch has transferred the EQNMF account (DBA ORCA) into a new account. And we have purchased investments:

Product Class	Value	Day's Value Change	Unrealized Gain/Loss

Money Accounts

Symbol / Description	Quantity	Price	Day's Change	Value	Day's Value Change	Unrealized Gain/Loss	Last Updated
TFDXX BLF FEDFUND	36,804	$1.00	$0.00 0.00%	$36,804.00	$0.00	-- --	08/14/2025 Action
Total				**$36,804.00**	**$0.00 0.00%**	**-- --**	

Certificates of Deposit

Symbol / Description	Quantity	Price	Day's Change	Value	Day's Value Change	Unrealized Gain/Loss	Accrued Interest	Last Updated
78658RRJ2 CD SAFRA NATIONAL BANK NEW YORK, NY 04.100% JUL 21 2026	88,000	$100.0590	$0.00 0.00%	$88,279.27	$0.00	+$51.92 +0.06%	$227.35	08/14/2025 Action
949764RF3 CD WELLS FARGO BANK NA SIOUX FALLS, SD 04.300% JUN 09 2026	70,000	$100.0540	$0.00 0.00%	$70,582.07	$0.00	+$37.80 +0.05%	$544.27	08/14/2025 Action
Total				**$158,861.34**	**$0.00 0.00%**	**+$89.72 +0.06%**	**$771.62**	

APPENDIX B: Investment Policy

Philosophy for the use of bequests 06/21/2024

Carse McDaniel's June 2023 bequest of $97,000 and Rane Richardson's donated IRA in June 2024 for $84,000.

The bequest would generate approximately $5,000 of income in a 5% CD.

Original principles:

1. Preserve the initial donations $97,000 and $84,000 as much as possible, treating most of those monies as an endowment.
2. The $84,000 CD was donated by Raine Richardson. He said his passion was doing something to address LGBTQ youth homelessness. Paul spoke to Steven Serano, Casa Q's Operations Officer, on 6/20/24. Craig spoke to others at Casa Q subsequently, focusing on a joint project with Casa Q.
3. Grow ORCA's capacity to generate positive outcomes on its three current programs:
    a. Social gatherings
    b. LGBT Cultural Competency Training
    c. Support Groups
4. The model we have used in the past involves hiring a part-time contractor as program coordinator.

5. Pursue grant funding as the Cultural Competency Training increases in scope.

Currently, (7/26/25) $158,274.09 is invested in CDs with 9- and 12-month terms.

Currently, (7/26/25) $36,745 is invested in a money market account.

<u>Updated Investment Principles</u> (7/26/25):

1. A focus on the long-term strategic goal of achieving returns that, over time, equal or exceed the sum of (i) the institution's distributions, if any, (ii) the long-term inflation rate (usually the Consumer Price Index or the Higher Education Price Index) and (iii) investment costs
2. A conservative investment portfolio, comprising assets that are intended to be secure and relatively liquid.
3. An extremely low tolerance for less-liquid investment strategies such as marketable alternatives (for instance, hedge funds), private equity, venture capital and natural resource investments, in pursuit of greater diversification, lower portfolio volatility and potentially higher return.

<u>Key components of the investment policy</u>

1. The purpose of the endowment – to generate income that supports ORCA's operations.
2. Its role in supporting the institution's operating budget, balance sheet, or other goals as applicable – the endowment will provide a portion of ORCA's income. ORCA will work to retain as much of the corpus of the two initial donations as possible – unless the board votes to approve program initiatives that would require a capital expenditure to establish or ongoing capital to operate.
3. Its long-term return target – ORCA's endowment should earn income that maximizes its growth over time, which complying with the conservative investment portfolio principle above.
4. Definition and, where possible, quantification of the risks that'll be accepted in pursuit of the target return. The ORCA board is risk averse. It would like investments to be:
    a. Have a guaranteed rate of return, if possible
    b. Have a rate of return that equals or exceeds that of US Treasury Bills.
    c. Are relatively liquid.
5. The roles and responsibilities of those involved in the oversight and management of the endowment – In the absence of a treasurer, the board-designated persons responsible for the ORCA budget will oversee and manage the endowment.

6. Permitted and prohibited investment strategies and vehicles – see Key Principles 2 and 3 above.
7. Asset allocation targets, with permitted ranges within which each allocation may be allowed to vary – see Investment Principles 2 and 3 above.
8. Liquidity policy – see Investment Principles 2 and 3 above.
9. Rebalancing policy – conduct as part of an annual review with ORCA’s investment advisor.
10. Spending or distribution rate and methodology – retain as much of the corpus as possible. See Investment Component 2 above.
11. Schedule for review of the IPS – conduct as part of an annual review with ORCA’s investment advisor.
12. Other matters as appropriate – discuss during an annual review with ORCA’s investment advisor.