

WESTCHASE DISTRICT COMMUNITY FUND

MINUTES OF BOARD OF DIRECTORS MEETING OF
WESTCHASE DISTRICT COMMUNITY FUND

THE STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors of the Westchase District Community Fund met in an official session, open to the public, on March 29, 2018 at 4:00 p.m., in the Conference room at Westchase Towers, located at 10370 Richmond Ave., Suite 890, Houston, TX 77042, inside the boundaries of the District. The roll was called of the duly appointed members of the Board, to-wit: Tim Johnson, Steve Wentz, Blair Johnson, Dave Gilkeson, Ricky Gonzalez, Kim Peck, Richard Wall thus constituting a quorum.

CALL TO ORDER

Chairman Johnson called the meeting to order at 4:04 p.m. and declared that a notice of the meeting was posted more than 72 hours in advance at the Harris County Courthouse and within the District and that the meeting is open to the public.

ADDITIONAL BOARD MEMBER

Louis Jullien was approved as a new Board member.

PRESENTATION BY NERDY GIRL SUCCESS

The application for donation from Nerdy Girl Success was discussed. Motion by Mrs. Johnson to provide a donation of \$1500 based on the applicant securing a location for their Summer Business Camp. Second by Mr. Gonzalez. Unanimous vote.

PLAYWORKS DONATION

The application for donation from Playworks was discussed. Motion by Mr. Johnson to have Playworks resubmit the application with designation of WDCF donation to help Sneed Elementary. Second by Mr. Gilkeson. Unanimous vote.

Note: Mr. Gilkeson and Mr. Eichhorn to follow-up with Playworks.

MINUTES

Reviewed and approved Minutes from the January 31, 2018 Board meeting. Motion by Mr. Gilkeson to approve the January 31st minutes. Second by Mr. Wall. Unanimous Vote.

BY-LAW CHANGES

Motion by Mr. Gilkeson to change the maximum number of Board members from nine to 11. Second by Mr. Johnson. Unanimous Vote.

Motion by Mr. Johnson to change meeting quorum from 'over 50%' to '50% or over'. Second by Mrs. Johnson. Unanimous Vote.

BOARD MEMBER MEETING ATTENDANCE

Discussion concerning minimum meeting attendance requirements for Board members. Mr. Gilkeson will provide attendance information during 2018 and Board will re-visit attendance requirements at the January 2019 Board meeting.

TREASURE'S REPORT

Reviewed 2018 Budget. Motion by Mr. Gilkeson to approve the 2018 Budget. Second by Mr. Johnson. Unanimous Vote.

WHOLE FOODS LIAISON

Discussion about WDCF partnership with Whole Foods. Possible joint ventures: a) Quarterly trash pickup. b) In-store programs – pizza night; Literacy and Health related activities. c) See if Whole Foods will adopt part of the trail.

Mrs. Johnson volunteered to be the liaison and contact Whole Foods' Michael Cooley.

DIRECTOR 2018 CONTRIBUTIONS

Reviewed report of WDCF Board members donations to the WDCF. All members encouraged to donate.

COMET FIELD TRIP

Date of April 2, 2018 at 3:00pm was confirmed for a field trip to The Aberdeen Apartments, 3400 Woodchase, to observe the Comet program.

JUDSON ROBINSON WESTCHASE LIBRARY RE-OPENING CEREMONY

Discussion concerning activities for the re-opening date of April 28, 2018 from 2pm – 5pm.

Mr. Gilkeson and Mr. Gonzalez will contact restaurants planning to provide food samples during the event and contact Marjorie Gonzalez at the library to discuss logistics, tents, tables, water, etc.

Mr. Gilkeson will check to see if Westchase District would hire a chalk artist to decorate the trail area behind the library and see if 500 trail maps are available for handout.

Discussion about Farmers Market having a tent at the event. Mrs. Johnson will follow-up.

Mr. Johnson will be in attendance during the event.

CORPORATE CHALLENGE 2018 MARKETING

Reviewed a report on marketing efforts. Event date is April 6, 2018, from 8:00am to 5:00pm. Inclement weather date of 4/13/2018.

Awards ceremony luncheon is April 25, 2018, 11:30am, at the Marriott Hotel.

30 teams are signed up to participate in the morning session with 20 teams for the afternoon session.

COMMITTEE REPORTS UPDATE

- A. Website and marketing** - T. Johnson, B Johnson, R Gonzalez – Board member pictures scheduled for April 18, 2018 before the Board meeting. Business dress code.
- B. Fundraising** - D Gilkeson, T Johnson & K Peck – Discussed annual breakfast.
- C. Literacy Programs** – R Gonzalez, K Peck – Met with Literacy Advance on February 14, 2018. Office supplies are needed for the program.
- D. Kids Programs** – C Eichhorn, D Gilkeson – Discussions about Nerdy Girls request and Comet program.
- E. Animal Programs** – B Johnson, T Johnson, K Peck – No update.
- F. Health Programs** – S Wentz, B Johnson – Mr. Wentz and Mrs. Johnson will have a planning meeting.

VISIONING REPORTS

Each committee is to work on a vision for their programs.

ACTION PLAN AND CALENDAR

Each committee is to work on and report back to the board with an action plan and calendar for their program.

NEXT MEETINGS

Upcoming Board meetings in 2018: 4/18, 5/9, 6/20, 7/18, 8/8, 9/12, 10/10, 11/14, and 12/12.

OLD BUSINESS

WDCF shirts for Board members. Each member will purchase their own shirt. Standard color to be determined. WDCF logo will be attached to each shirt.

Motion to adjourn by Mr. Johnson. Second by Mr. Gilkeson. Meeting adjourned at 5:38pm

Steve Wentz, Secretary