

**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 October 9, 2019 at 7:00am, in the Conference room at Westchase District, located at 10370 Richmond Ave., Suite 1350 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, Blair Johnson, Dave Gilkeson, Louis Jullien, Kimberly Crow, Craig Eichhorn and Keitha Gallien thus constituting a quorum.

1. **Call to Order** by T. Johnson. Time: 7:02 am

2. **Guests:** Introduced – Lupita Talley -with Neighborhood Schools, School currently has 52 students Kinder and First Grade. Talked about the organization, community development, school needs.

3. **Westchase District Update Report.** Reviewed report provided by L. Jullien:

Greenspace for Westchase Update

- Contacting prospects for donations – 12-month process
- First Gift has been verbally committed.
- WDCF Gift

Events

- Westchase Today & Tomorrow - Date – February 12, 2020- 7:30am-9:30am (Location TBD)

Construction

- New Mural @ Sunrise Grocery coming soon
- Walnut Bend – construction underway, completion Spring 2021
- Westheimer, Woodchase Park, Sneed Dog Park– January 2020

4. **Administrative Report.** Reviewed minutes from September 11, 2019 meeting.

Recommendation to approve minutes. Motion: D. Gilkeson **Second:** L. Jullien **Board Vote:** unanimous

Reviewed Treasurer's report. Reviewed Treasurer's report.
Motion to accept Treasurer's Report: C. Eichhorn **Second:** Kimberly Crow **Board Vote:** unanimous

Receive report on 2019 Directors Donation to WDCF – Missing one Director's donation.

New Board Members –Open Records Act and Open Meetings Act training. All new Board Members have reported completing.

5. Donation Submission(s). Receive donation request(s). Consider a donation for Quillian Center's Annual Golf Tournament and the new Charter School-Neighborhood School in WD. No official submission has been entered for either.

Motion to Table donation submissions from Neighborhood School until October 30th meeting. D. Gilkeson **Second:** C. Eichhorn **Board Vote:** Unanimous.

Motion to donate \$300 to Quillian Golf Tournament as Sponsor of Event: D. Gilkeson **Second** T. Johnson **Board Vote:** Unanimous

6. WDCF Pillars Report, Committee Reports, Other Business.

A. Fundraising:

Legislative Breakfast Report by D. Gilkeson on November 7th Event with Paul Bettencourt. Location: Cantina Laredo. Table of 4 is \$200 Individual ticket is \$55 Flyer is done. Board members must purchase tickets to attend. WDCF will purchase a table. We have 20 – 25 tables available. As of date approximately ½ sold.

HCC Job Fair – Report by T. Johnson - Wednesday, November 13th. 10a-2p. Verbal interest from several businesses – Follow up this week to confirm/receive payment.

Goal is to have 20 businesses in participation. Flyer available for distribution.

B. Education:

Comet Program. C. Eichhorn – Aberdeen is no longer active for program. Met w/ H.D. Chambers to pursue Madison Park Apartments and plan to have a meeting to discuss details. Goal to have in place by January.

C. Health:

Fall Community Festival: B. Johnson gave an update on Fall Festival - New date November 2nd at Paul Revere Middle School. Need volunteers, vendors, advertising.

Other Business Items:

Website: B. Johnson no new update.

Social Media Marketing: B. Johnson reviewed Facebook followers at 59 Facebook likes. Please like and share!

Promotional Items: B. Johnson shared new Tablecloth. B. Johnson and L. Jullien working on stand up Banner layout with Sherry Fox's assistance. Should have by November 7th Breakfast Fundraiser.

Corporate Challenge: D. Gilkeson gave update on sponsorships, pricing for sponsors, event host, team, title sponsor. **Motion to accept increase pricing as follows for Sponsorships for Teams (\$400 1st team/\$325 additional teams), Event Host Staffed (\$200), Event Host Unstaffed (\$400), Major Sponsor (\$950), Title Sponsor (\$3500):** T. Johnson **Second:** y K. Gallien. **Board Vote:** Unanimous

7. Upcoming Board Meetings: October 30th, December 11th, January 14th, (planning meeting 2:30p-5:30p location TBD), February 19, 2020

8. Present Recognition to Steve Wentz for his Board Membership service.

9. Adjourned at 8:10 am


Blair Johnson – Secretary

Contact List:

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Please let Blair Johnson know if any information is missing. Need to know if office or cell phone