

WESTCHASE DISTRICT COMMUNITY FUND

AGENDA

November 17, 2020

TO: THE BOARD OF DIRECTORS OF THE WESTCHASE DISTRICT COMMUNITY FUND AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that a meeting of the Board of Directors of the Westchase District Community Fund (the "Corporation") will be held on Tuesday, November 17, 2020, at 7:30a.m., in the Westchase District Conference Room - 10370 Richmond Ave., Suite 1350 or via Zoom Conference Call (Zoom.us, Meeting Number: 915-070-8950, or call in number: +1 253-215-8782, 915-070-8950#), open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

1. **Call to Order.**
2. **Guests.** Introduce guests, if any.
3. **New Board Member Report.** Discuss candidates for open board member position(s), if any.
4. **Westchase District Update Report.** Receive a report on Westchase District.
5. **Administrative Report.** Review and approve the minutes of October 20, 2020 meeting. Review and approve Treasurer's report, if necessary.
6. **Donation Submission(s).** Receive donation request(s), if any, from our community.
 - a. **Ratification Vote.** WDCF will give \$1,500 to Literacy Now for their Reading Intervention Program at Walnut Bend Elementary.
7. **Other Business Items. Pillars & Committee Reports**
 - A. Fundraising (Kimberly Crow)
 - i. Legislative Breakfast (November 18 @ 8am)
 - B. Health/Fitness (Keitha Gallien)
 - C. Community Outreach
 - D. Website/Social Media (Blair Johnson)
8. **Upcoming Board Meetings.** Proposed next meeting dates are: December 15. 2021 WDCF Summit Meeting - January 13.
9. **Adjourn.**

Louis Jullien, Director

Westchase District Update 11.17.20

Projects Currently Under Construction

Sneed Dog Park

- Completion January 2021

Elmside/Woodchase Path

- Completion Spring 2021

Deerwood Path

- Completion Spring 2021

Walnut Bend

- Completion Summer 2021

Woodchase Park

- Completion July 2021

Westheimer

- Completion Spring 2022

Under Design

Wilcrest Park

- Nearly \$1M raised to-date, \$2M in requests
- Construction September 2021, Complete December 2022

**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 20, 2020 at 7:30 am, 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, Louis Jullien, Ricky Gonzalez, Craig Eichhorn, Lisa Iparrea, Kimberly Crow, John Dombrowski, thus constituting a quorum.

1. Call to Order by C. Eichhorn. Time: 7:36 am

2. Guests: No Guests

3. New Board Member Report. Discuss candidates for open board member position(s). Jessica Tecson will be off the board and Nancy Bailey will be on the board as per the Westchase District Board on Monday, October 26, 2020.

4. Westchase District Update Report. Reviewed report provided by L. Jullien.

5. Administrative Report. Reviewed minutes from September 15, 2020 meeting.
Review and approve treasures report, if necessary.

Motion to accept the Minutes from the September 15th Meeting: T. Johnson **Second:** K. Crow
Board Vote: unanimous

Motion to accept Treasurer's Report: T. Johnson **Second:** R. Gonzalez **Vote:** unanimous

6. Donation Submission(s). Received submission from Bayou City Ballet Youth Company a 501c3 organization for their Westchase Nutcracker Festival. **Motion to provide up to a \$1000 donation contingent on the 501c3 status.** R. Gonzalez. **Second** L. Iparrea. **Vote:** Unanimous

7. Other Business Items. Pillars & Committee Reports:

A. Fundraising (Kimberly Crow)

Update on Legislative Breakfast – Nov 18th 8-9am Virtual. Tickets on sale

B. Health/Fitness (Keitha Gallien) – no report

C. Community Outreach – no report

D. Website/Social Media (Blair Johnson) – website will be updated with new Board members, Nametags on order. Legislative Breakfast on Facebook page-please share.

8. Upcoming Board Meetings: Proposed next meeting dates for the rest of the year are: November 17 and December 15. Planning meeting January 13, 2021 3pm place TBD

9. Adjourned at 8:26 am

Blair Johnson – Acting Secretary

	2016		2017		2018		2019		2020	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual*
Income:										
Donation Income:	15,000	5,434	5,000	700	1,500	2,840	1,500	760	1,000	50,995
20th Anniversary / Anchor Annual Fundraiser	60,000		60,000							
Program Income:										
Corporate Challenge	25,000	22,700	24,000	23,500	27,000	27,776	27,000	24,500	30,000	18,300
Other/Legislative Breakfast		1,165	3,000	3,730	3,000	4,345	3,000	3,140	3,000	1,445
Other/Whole Foods		2,244	3,000	2,522	2,000					
Corporate Donation - W Foods / Cantina L.				1,200				250		
Misc. Income					360		100		100	
Grant Income								3,000		
Interest Income	10	17	20	21	20	21	20	15	20	16
Total Income	100,010	31,560	95,020	31,673	33,880	34,982	31,620	31,665	34,120	70,756
Expenses:										
Administrative (filing and bank fees) :	200	126	200	85	100	84	100	46	100	93
Marketing / Supplies	0	650	500		2,660		500	643	600	30
Professional (audit & tax)	2,000	2,250	2,300	2,600	3,000	3,500	3,500	3,750	4,000	2,750
Insurance	750	676	750	716	750	716	750	716	750	716
Legal	500	0	500							
Grant Application Fees	500	0	500							
Website / Paypal	150	13	100	13	60	198	25	5	2,025	3,267
Trail Equipment						2,055		2,850		
Anchor Annual fundraiser	45,000	0	45,000							
Program Expenses:										
Corporate Challenge	9,000	8,974	9,000	9,427	10,000	8,049	10,000	7,789	10,000	471
20th Anniversary / Leg Bkf. / other	0	11,364	1,000	992	1,000	1,128	1,200	866	1,000	
Other - W Foods / Public Art			300					1,500		
Total Expenses:	58,100	24,053	60,150	13,833	17,570	15,730	16,075	18,165	18,475	7,328
Donations	50,000	16,700	25,000	23,355	15,000	24,936	15,000	16,404	15,000	65,315
Surplus / (Deficit)	(8,090)	(9,193)	9,870	(5,515)	1,310	(5,684)	545	(2,904)	645	(1,887)
WDCF Accounts Receivable (A/R)										
Asset - Cash in Bank		38,440		35,187		29,502		27,076		25,072

*as of 11/11/20

Organization Name	Contact	Phone #	Email	Ticket Package	Cost	Payment Status	Notes
LAN	Ricky Gonzalez		RGonzalez@lan-inc.com				
Highlights Electric	Jodie Chevez	713-821-0458	jmchevez@lan-inc.com	4	500	PAID	Major Sponsor
	Clyde Bryan	713-266-6464	clayde@hohi.net	4	\$120	PENDING	
The Goodman Corporation	Barry Goodman		barry@thefoodmancorp.com	4	\$250	PAID	
	Jim Webb		jwebb@thefoodmancorp.com				
Alief ISD	Craig Eichhorn		Craig.Eichhorn@aliefisd.net	4	\$120	PENDING	Waiting on confirmation from Craig
Houston West Chamber of Commerce	Kari Werner		kari@hwcc.org				Waiting on confirmation from Kari
	Dewyn			2	\$70	PENDING	
	Aly Alonso	832-540-9083	Aly.Alonso@ridemetro.org				
METRO	Tom Jasien, Eddie Miranda, Jose Pulido			3	\$105	PENDING	
	Muhammad and Derek St. John	832-318-8802	aa12@ridemetro.org				
Gauge Engineering	Mark Brown		mali@gaugeneengineering.com	2	\$70	PENDING	
WHAM	Lisa Iparrea		mark.brown@whaministries.org	1	\$40	PENDING	
WDCF	John Dombroski	832-483-7488	Lisa.Iparrea@whaministries.org	1	\$40	PAID	Online
	Dave Gilkeson		jodombr51@gmail.com	1	\$40	PAID	Check 5430
Texas General Land Office			dgilkeson@westchasedistrict.com	1	\$40	PAID	Check
	Teresa Williams	512-828-9522	teresa.williams.glo@recovery.texas.gov	1	\$40	PENDING	
TOTAL				28	\$1,435		