

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 July 13, 2016 at 4:30 p.m., in Suite 1350 at the Westchase Towers I located at 10370 Richmond Ave. 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, Craig Eichhorn, and Dave Gilkeson thus constituting a quorum.

CALL TO ORDER.

Chairman Mr. Johnson called the meeting to order at 4:37 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.

RECOGNITION

The Board presented former member Cheryl Donaghe and former Board Chair Donna Flowers each with a plaque in commemoration and acknowledgement of their service to the Board.

2017 FUNDRAISER

The Board is waiting on more information from Philip Handloff, Director of Catering and Convention, Westchase Marriott. This discussion was tabled until September 14th meeting.

PLAYWORKS

The Board reviewed a request for funding a coach at Sneed Elementary for fall semester. Proposal from Playworks is pending. Mr. Gilkeson made a motion for a donation of \$1500.00 for Playworks. Mr. Eichhorn second. Motion passed unanimously. Donation will be provided upon receipt of Playworks proposal.

MINUTES

Motion by Mr. Gilkeson, seconded by Mr. Johnson to approve the minutes of the May 31, 2016 board meetings. Motion passed unanimously.

WESTCHASE DISTRICT MURAL/LITTLE FREE LIBRARY EVENT

The Board discussed attendance and participation in the Tales on the Trail even at the Robinson-Westchase Library on 7/23/16. Duties were divided amongst the Board Members that would be in attendance.

WHOLE FOODS GRAND OPENING

Recap and review results from the June 1, 2016 event at Whole Foods Westchase. Donations from WDCF table= \$698.56. Donations from Whole Foods 1% of sales = \$1545.81. Total=\$2244.37
Follow up with Whole Foods completed. All parties were pleased with the event and plan on future opportunities to work together.

TREASURER'S REPORT

Mr. Gilkeson gave a 6/30/2016 Financial Report (budget vs. actual and balance sheet) and made a motion to approve. Motion seconded by Ms. Johnson. Motion passed unanimously.

CONTRIBUTIONS

Review 2016 Board Member contributions to WDCF. Mr. Wall, Mr. Johnson, Ms. Johnson, Mr. Gilkeson, Mr. Manchi have made their contributions to the Board Fund. Pending contributions from Ms. Peck and Mr. Eichhorn.

COMMITTEE REPORTS UPDATE.

Website and Marketing – Mr. Johnson review of updates to WDCFund.Org website.

Fundraising – Reviews were provided on the following:

Jim Murphy Breakfast – November 10, 2016: Paul Bettencourt secured to speak. Mr. Gilkeson–motion to set pricing at \$250/table and \$60/individual ticket - Early Bird Pricing if payment received by October 10, 2016. Regular pricing \$300/table \$75/individual ticket- payment on and after October 11, 2016. Mr. Eichhorn seconded motion. Motion passed unanimously.

Halloween Masquerade Ball – 2017: Mr. Johnson reported on-going negotiations with event.

Request for Donation Application: Ms. Johnson presented initial application for review by the Board. A few suggestions were made to the application. Final application will be presented to Board members to review.

Organization Outreach- Mr. Eichhorn: review of COMET program needs and issues.

NEXT MEETINGS.

Future meetings set for 9/14/16, 11/09/16 and 1/11/17.

(Note: Meeting change from 10/5/16 to 9/14/16)

Motion to end meeting by Mr. Gilkeson. Second by Mr. Johnson

Meeting adjourned at 6:15pm

Blair Johnson, Secretary