WESTCHASE DISTRICT COMMUNITY FUND AGENDA December 15, 2020

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

Notice is here by given that a meeting of the Board of Directors of the Westchase District Community Fund (the "Corporation") will be held on Tuesday, December 15, 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. Westchase District Update Report. Receive a report on Westchase District.
- 3. Administrative Report. Review and approve the minutes of November 17, 2020 meeting. Review and approve Treasurer's report, if necessary.
- 4. **Donation Submission(s).** Receive donation request(s), if any, from our community. Discuss donation to WHAM for Holiday Drive.
- 5. **Develop Agenda for 2021 WDCF Summit Meeting.** Discuss topics for meeting on January 13.
- 6. Upcoming Board Meetings. Proposed next meeting dates are: 2021 WDCF Summit Meeting January 13.
- 7. Adjourn.

Louis Jullien, Director

Westchase District Update 12.15.20

Projects Currently Under Construction

Sneed Dog Park

• Completion January 5, 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 November 17, 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 or Zoom Conference Call (Zoom.us, Meeting Number: 915-070-8950, or call in number: +1 253-215-8782, 915-070-8950#). The roll was called of the duly appointed members of the Board, to-wit: Tim Johnson, Blair Johnson, Louis Jullien, Ricky Gonzalez, John Dombrowski, Keitha Gallien, Lisa Iparrea and Craig Eichhorn, Kimberly Crow thus constituting a quorum.

1. Call to Order by C. Eichhorn. Time: 7:31 am

2. Guest: NA

3. New Board Member Report. Discuss candidates for open board member position(s).

Welcome Nancy Bailey to the board!

4. Westchase District Update Report. Receive a report on Westchase District.

5. Administrative Report. Review and approve the minutes of August 18, 2020 meeting. Review and approve Treasurer's report, if necessary.

Motion to approve minutes as amended: T. Johnson Second: N. Bailey Board Vote: unanimous

Motion to approve Treasurer's Report: K. Crow Second: L. Jullien Board Vote: unanimous

6. Donation Submission(s). Receive donation request(s), if any, from our community. No donation submissions

Motion to ratify and approve donation: L. Jullien Second: T. Johnson Board Vote: unanimous

7. Other Business Items. Pillars & Committee Reports:

A. Fundraising (Kimberly Crow)

a. 2020 Action Plan

B. Health/Fitness (Keitha Gallien)

a. 2020 Action Plan

C. Community Outreach (Louis Jullien)

a. 2020 Action Plan

D. Website/Social Media

a. Discuss upgrading WDCF website in 2020

8. Reminder: Summit Meeting (Ricky's Conference room at LAN) Jan. 13, 2021.

9. Upcoming Board Meetings: Proposed next meeting dates for the rest of the year are: December 15.

10. Adjourned at 8:22 am

Keitha Gallien – 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	05	2,660	04	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	/ 20		0		/ _0		. 20
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
Donations	50,000	10,700	23,000	23,333	13,000	24,930	15,000	10,404	13,000	05,515
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										