## WESTCHASE DISTRICT COMMUNITY FUND

# <u>AGENDA</u>

December 7, 2022

# 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 Wednesday, December 7, 2022, at 7:30a.m., in the Westchase District Conference Room – 10370 Richmond Ave., Suite 1350, Houston, TX 77042, 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. Westchase District Update Report. Receive a report on Westchase District.
- 4. **Administrative Report.** Review and approve the minutes of November 2, 2022 meeting. Review and approve Treasurer's report, if necessary.
- 5. **Donation Submission(s).** Receive donation request(s), if any, from our community.
  - a. Vote to approve donation to Quillian Center from Corporate Challenge profits.
- 6. Pillars
  - a. GIVING
  - b. PARTNERSHIP

7. Uncoming Board Meetings.

- c. EVENTS
  - i. Legislative Breakfast, December 13
- d. WEBSITE/SOCIAL MEDIA/OTHER

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8.	Adjourn.						
			Louis Jullien, Director				

# 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 Wednesday, November 2, 2022, at 7:30a.m., in the Westchase District Conference Room – 10370 Richmond Ave., Suite1350, Houston, TX 77042, or via 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: Craig Eichhorn, Blair Johnson, John Dombrowski, Kimberly Crow, Dozie Oheri thus constituting a quorum.

- 1. Call to Order by C. Eichhorn Time: 7:50 am
- 2. Guest: NA
- **3. Westchase District Update Report.** Receive a report on Westchase District from Sherry Fox, Westchase District VP of Communications, including update from October 2022 Corporate Challenge. Had 36 teams. Six new teams. Not as well attended as previous years but great turn out for the first one back after two-year delay. Still finalizing total revenue/income/expenses but approximately \$8426.81 at present report. Next Corporate Challenge is slated for April 14, 2023.
- **4. Administrative Report.** Review the minutes of the October 14, 2022 meeting. Review and approve the Treasurer's report.

Motion to approve minutes as amended: K. Crow Second: J. Dombrowski Board Vote: unanimous Motion to table Treasurer's Report until December Meeting pending additional revenue/expenses: K. Crow Second: J. Dombrowski Board Vote: unanimous

- **5. Donation Submission(s).** Receive donation request(s), if any, from our community. None received.
- 6. Pillars & Committee Reports

**Giving/Partnership** – discussion of disbursement of collected Corporate Challenge fund but tabled discussion and vote until we have final totals.

**Fundraising – Legislative Breakfast** – committee to meet and finalize plans and details for December 13<sup>th</sup> event

7. **Upcoming Board Meetings.** December 7th at 7:30am.

2022 Celebration- January 4<sup>th</sup>, 4:30p (non-meeting)

8. Adjourn. 8:23a

Blair Johnson –Acting Secretary	Blair	Johnson	-Acting	Secretary
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# **WESTCHASE DISTRICT UPDATE 12.7.22**

### **STREETSCAPES**

- Westheimer June 2023
- Meadowglen Design 2022-2023

### **WILCREST PARK**

- Groundbreaking Event Monday, December 12<sup>th</sup>
- Completion Summer-Fall 2024

## **WOODCHASE PARK**

- Christmas Celebration 700 at December 2<sup>nd</sup> Event
- Programs through December 18<sup>th</sup>

	20	18	20:	19	202	20	2021		2022	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual*
Income:										
Donation Income:	1,500	2,840	1,500	760	1,000	50,995	1,000	544	500	660
Program Income:										
Corporate Challenge	27,000	27,776	27,000	24,500	30,000	18,300				18,250
Other/Legislative Breakfast	3,000	4,345	3,000	3,140	3,000	1,445	2,500	2,238	2,500	
Other/Whole Foods	2,000									
Corporate Donation - W Foods / Cantina L.				250						
Misc. Income	360		100		100		100	414	100	
Grant Income				3,000						
Interest Income	20	21	20	15	20	16	20	6	20	
Total Income	33,880	34,982	31,620	31,665	34,120	70,756	3,620	3,202	3,120	18,910
Expenses:										
Administrative (filing and bank fees) :	100	84	100	46	100	93	100		100	
Marketing / Supplies	2,660		500	643	600	30	500			751
Professional (audit & tax)	3,000	3,500	3,500	3,750	4,000	4,000	4,250	3,000	4,250	3,000
Insurance	750	716	750	716	750	716	750	752	750	-,
Legal										255
Grant Application Fees										
Website / Paypal	60	198	25	5	2,025	3,267	100		100	
Trail Equipment		2,055		2,850						
Program Expenses:		·								
Corporate Challenge	10,000	8,049	10,000	7,789	10,000	471				10,160
20th Anniversary / Leg Bkf. / other	1,000	1,128	1,200	866	1,000		1,000	930	1,000	
Other - W Foods / Public Art				1,500						
Total Expenses:	17,570	15,730	16,075	18,165	18,475	8,578	6,700	4,682	6,200	14,165
Donations	15,000	24,936	15,000	16,404	15,000	65,315	5,000	5,414	5,000	5,527
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Surplus / (Deficit)	1,310	(5,684)	545	(2,904)	645	(3,137)	(8,080)	(6,893)	(8,080)	(783
WDCF Accounts Receivable (A/R)										
Asset - Cash in Bank		29,502		27,076		25,783		18,052		11,895
*as of 11/1/22				,						,