

**WESTCHASE DISTRICT COMMUNITY FUND**

**AGENDA**

May 3, 2023

**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, April 5, 2023, at 12pm, in the Westchase District Conference Room – 10370 Richmond Avenue, Suite 1350, Houston, TX 77042, 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 April 5, 2023 meeting. Review and approve Treasurer's report.
5. **Donation Submission(s).** Receive donation request(s), if any, from our community.
  - a. Vote to approve 50% of Corporate Challenge profit donation to Quillian (\$7,045)
  - b. Thank you to volunteers
  - c. Universal Humanitarian Rescue Mission
6. **Pillars**
  - a. GIVING
    - i. Spring Dash Registration Sponsor – May 20
  - b. PARTNERSHIP
    - i. Trails Without Trash Recap
  - c. EVENTS
    - i. Corporate Challenge Recap
    - ii. School Supply Drive
    - iii. Legislative Breakfast
  - d. WEBSITE/SOCIAL MEDIA/OTHER
7. **Upcoming Board Meetings.** June 7<sup>th</sup> 7:30am
8. **Adjourn.**

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Louis Jullien, Director

# WESTCHASE DISTRICT UPDATE

MAY 2023

## STREETSCAPES

- Westheimer – June 2023
- Meadowglen – Design 2023

## WOODCHASE PARK

- Next major event – Summer Movie Nights
  - Friday June 9 – HCP4, Lyle Lyle Crocodile
  - Friday June 23 – Alief ISD, Luca
  - Friday July 7 – Houston Classical Charter School, Moana
  - Friday July 21 – Keller Williams, Ena Puder

## CAMDEN PARK

- Construction underway
- Completion Fall 2024 / Early 2025

## TRAILS WITHOUT TRASH

- 65 volunteers!

**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, April 5, 2023, at 12:00p.m., in the Westchase District Conference Room – 10370 Richmond Avenue, 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#), The roll was called of the duly appointed members of the Board, to-wit: Craig Eichhorn, Louis Jullien, John Dombrowski, Lisa Iparrea, Dozie Oheri, Ricky Gonzalez, Keitha Gallien thus constituting a quorum.

**1. Call to Order by C. Eichhorn Time: 12:12 pm**

**2. Guest: NA**

**3. Westchase District Update Report.**

**4. Administrative Report.** Review the minutes of the March 8, 2023, meeting.  
Review and approve the Treasurer's report.

**Motion to amend approve minutes: K. Gallien Second: J. Dombrowski Board Vote:**  
unanimous

**Motion to approve Treasurer's Report: K. Gallien Second: D. Oheri Board Vote:** unanimous

**5. Donation Submission(s).** Receive donation request(s), if any, from our community.

- a. WHAM Spring Dash
- b. MAM

**Motion to increase WHAM donation by \$500 J. Dombrowski Second: D. Oheri Board Vote:**  
unanimous

**Motion to decline MAM donation submission: C. Eichhorn Second: R. Gonzalez Board Vote:**  
unanimous

**6. Pillars**

- a. GIVING
- b. PARTNERSHIP
- c. EVENTS
  - i. Discuss Corporate Challenge, April 14th
- d. WEBSITE/SOCIAL MEDIA/OTHER

**7. Reminder:** Director 2023 Contributions are due.

	2019		2020		2021		2022		2023	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual*	Budget	Actual*
<b>Income:</b>										
Donation Income:	1,500	760	1,000	50,995	1,000	544	500	660	500	290
Program Income:										
Corporate Challenge	27,000	24,500	30,000	18,300				18,550	25,000	22,700
Other/Legislative Breakfast	3,000	3,140	3,000	1,445	2,500	2,238	2,500	2,370	2,500	
Other/Whole Foods										
Corporate Donation - W Foods / Cantina L.	100	250	100		100	414	100		1,000	25
Misc. Income		3,000								
Grant Income	20	15	20	16	20	6	20			
Interest Income	31,620	31,665	34,120	70,756	3,620	3,202	3,120	22,580	29,000	23,015
<b>Total Income</b>										
<b>Expenses:</b>										
Administrative (filing and bank fees) :	100	46	100	93	100	100	100			
Marketing / Supplies	500	643	600	30	500			751	500	
Professional (audit & tax)	3,500	3,750	4,000	4,000	4,250	3,000	4,250	5,500		
Insurance	750	716	750	716	750	752	750		750	
Legal									255	250
Grant Application Fees										
Website / Paypal	25	5	2,025	3,267	100		100		150	67
Trail Equipment		2,850								
Program Expenses:										
Corporate Challenge	10,000	7,789	10,000	471				10,160	11,500	8,609
20th Anniversary / Leg Bkf. / other	1,200	866	1,000		1,000	930	1,000	1,161	1,250	
Other - W Foods / Public Art		1,500								
<b>Total Expenses:</b>	<b>16,075</b>	<b>18,165</b>	<b>18,475</b>	<b>8,578</b>	<b>6,700</b>	<b>4,682</b>	<b>6,200</b>	<b>17,826</b>	<b>14,400</b>	<b>8,676</b>
<b>Donations:</b>	<b>15,000</b>	<b>16,404</b>	<b>15,000</b>	<b>65,315</b>	<b>5,000</b>	<b>5,414</b>	<b>5,000</b>	<b>10,077</b>		
Quillian Center									6,750	
Spring Dash									1,500	
Bayou City Ballet									1,800	
nonPareil									1,500	
HPD									250	
Farmers Market									1,000	
Other										
<b>Total Donations:</b>									<b>12,800</b>	<b>-</b>
<b>Surplus / Deficit:</b>	<b>545</b>	<b>(2,904)</b>	<b>645</b>	<b>(3,137)</b>	<b>(8,080)</b>	<b>(6,893)</b>	<b>(8,080)</b>	<b>(5,324)</b>	<b>1,800</b>	<b>14,339</b>
<b>Asset - Cash in Bank:</b>		<b>27,076</b>		<b>25,783</b>		<b>18,052</b>		<b>10,500</b>		<b>24,839</b>
*as of 1/10/23										

## Westchase District Community Fund

## Profit &amp; Loss

January through April 2023

04/27/23

Accrual Basis

	<u>Jan - Apr 23</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Support</b>	
GSP - Construction Income	2,000.00
GSP - Programming Events Income	-31,199.76
Individual Donor Contributions	290.00
<b>Total Direct Public Support</b>	<u>-28,909.76</u>
<b>Investments</b>	
Interest-Savings, CD	5,984.05
Texpool	22,493.47
<b>Total Investments</b>	<u>28,477.52</u>
<b>Program Income</b>	
Breakfast Fundraiser	120.00
Corporate Challenge	
Event Host	2,200.00
Major Sponsor	12,500.00
Team	8,000.00
<b>Total Corporate Challenge</b>	<u>22,700.00</u>
<b>Total Program Income</b>	<u>22,820.00</u>
<b>Total Income</b>	<u>22,387.76</u>
<b>Gross Profit</b>	22,387.76
<b>Expense</b>	
<b>Administrative</b>	
Website / Paypal	82.33
<b>Total Administrative</b>	82.33
<b>Bank Service Charges</b>	37.66
<b>Program Expenses</b>	
Brkfast Fundraiser PayPal Fees	3.36
Corporate Challenge	7,167.92
Donation from Program	
WHAM	2,000.00
<b>Total Donation from Program</b>	<u>2,000.00</u>
<b>Total Program Expenses</b>	<u>9,171.28</u>
<b>Total Expense</b>	<u>9,291.27</u>
<b>Net Ordinary Income</b>	13,096.49
<b>Net Income</b>	<u><u>13,096.49</u></u>

## Westchase District Community Fund

## Balance Sheet

As of April 27, 2023

04/27/23

Accrual Basis

	<u>Apr 27, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Amegy WD Community Fund	28,726.54
TexPool Greenspace	2,695,732.04
WDCF - Greenspace	3,386.22
Total Checking/Savings	<u>2,727,844.80</u>
Accounts Receivable	
Accounts Receivable	3,800.00
Total Accounts Receivable	<u>3,800.00</u>
Total Current Assets	<u>2,731,644.80</u>
<b>TOTAL ASSETS</b>	<u><u>2,731,644.80</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,544.92
Total Accounts Payable	<u>3,544.92</u>
Total Current Liabilities	<u>3,544.92</u>
Total Liabilities	3,544.92
Equity	
Unrestricted Net Assets	2,715,003.39
Net Income	13,096.49
Total Equity	<u>2,728,099.88</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,731,644.80</u></u>



<b>Name of Organization</b>	Universal Humanitarian Rescue Mission fka Brothers Support Services Alliance
<b>Is your organization a 501c3?</b>	Yes
<b>Non-Profit Federal ID Number</b>	341991689
<b>Contact Name and/or Title</b>	ELLA UWIMANA
<b>Cell Phone Number</b>	7135503362
<b>Office Phone Number</b>	7132428920
<b>Alternate Contact Information</b>	7135519804
<b>Contact Email</b>	<u><a href="mailto:UWIMANAE@YAHOO.COM">UWIMANAE@YAHOO.COM</a></u>
<b>Address</b>	12123 FAIRMEADOW DRIVE HOUSTON, TEXAS 77071
<b>Please tell us a little about your organization (History and Mission)</b>	Our mission is to cater to disadvantaged communities and people by empowering, educating, and training them to further self-sufficiency through their own efforts and their strength. We help encourage women to take charge to change to face the world around them because "The capital of poor man or woman is his/her strength", This will decrease crime, and stress and build strong families. Through our project, we envision creating social connections from elsewhere in order to revive our Ideology of: "Ubuntu" which teaches us that we are because others are. Single families face a lot of challenges that we need to tackle together as a community.
<b>When are you in need of the donation?</b>	BY APRIL 30TH



<b>What is the amount requested?</b>	\$5000
<b>Please be specific on what the donation will benefit or how it will be used.</b>	PAY FOR HALL \$1100, FOOD AND DRINKS \$3500 GIFTS FOR 2 SINGLE MOTHERS PER COMMUNITY \$500
<b>Have you applied for a donation from WDCF previously? If Yes – please list when/for what.</b>	YES, I DID DURING COVID AND DID NOT GET AWARDED BACK IN 2020. WE SPOKE WITH THE CHAIRMAN WHO INVITED US TO APPLY IN THE FUTURE WHEN THINGS ARE BETTER. THEY DID NOT HAVE ENOUGH FUNDING TO ASSIST US WITH OUR EVENT.
<b>Are you publicizing this event? If so – What exposure would you be willing to provide the WDCF.org?</b>	Yes, We will put your logo on our website and any other event we may have in order to witness your support to the community to make it better with the effort of many. During the event, WDCF is welcome to join us and can have a minute to introduce the organization to the participants. You will have a chance to get to know our beneficiaries.



# 2023 SPONSORSHIP COMMITMENT

Contact Name: Louis Jullien

Company: Westchase District Community Fund

Address: 10370 Richmond Ave. Suite 1350

City: Houston

State: TX Zip Code: 77042

Preferred Phone: 713-780-9434

Email: ljullien@westchasedistrict.com

Company Website: wdcfund.org

How do you wish to be recognized on event signage? yes

**Please check the level you would like to sponsor:**

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> FINISHER MEDAL SPONSOR (1 AVAILABLE)</li> <li><input type="checkbox"/> T-SHIRT SPONSOR (2 AVAILABLE)</li> <li><input type="checkbox"/> RACE BIB SPONSOR (3 AVAILABLE)</li> <li><input type="checkbox"/> WHAM CLIENT SPONSOR</li> <li><input type="checkbox"/> REGISTRATION SPONSOR</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> COMMUNITY SPONSOR</li> <li><input type="checkbox"/> KIDS ZONE SPONSOR</li> <li><input type="checkbox"/> BEVERAGES AND BITES SPONSOR</li> <li><input type="checkbox"/> WATER STATION SPONSOR</li> <li><input type="checkbox"/> WHAM FRIEND</li> </ul> |
|---|--|

Return completed form to:  
 WHAM  
 Attn: Mercedes Santos-Garay  
 10501 Meadowglen  
 Houston, TX 77042  
 msantosgaray@whamministries.org  
 Phone: 832-266-1489

Please make checks payable to WHAM.

To secure your sponsorship via credit card, please visit our secure online registration portal at <https://whampringdash.itsyourrace.com/sponsors>.



# 5K & 1K RUN/WALK

Saturday, May 20  
8:00 a.m.

## 2023 SPONSORSHIP OPPORTUNITIES To Fight Poverty & Hunger in Houston

### FINISHER MEDAL SPONSOR \$5,000 (1 AVAILABLE)

- Logo on participant finisher medals (commitment deadline 4/8/23)
- Opportunity to include marketing material or promo item in runner swag bags
- Prominent sponsorship recognition on race shirt
- 10x20 booth space at event (space only)
- Opportunity for corporate volunteers to hand out medals at finish line
- Sponsor recognition on event-related emails and post-event newsletter
- Sponsor recognition on WHAM website and ItsYourRace.com registration site
- Up to 5 social media mentions on WHAM social media feeds
- 16 complimentary race entries

### T-SHIRT SPONSOR \$4,000 (2 AVAILABLE)

- Prominent sponsorship recognition on one sleeve of race shirts (commitment deadline 4/20/23)
- Opportunity to include marketing material or promo item in runner swag bags
- 10x20 booth space at event (space only)
- Sponsor recognition on WHAM website and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- Up to 4 social media mentions on WHAM social media feeds
- 14 complimentary race entries

### RACE BIB SPONSOR \$3,000 (3 AVAILABLE)

- Prominent sponsorship recognition on race bibs (commitment must be received by 4/20/23)
- Opportunity to include marketing material or promo item in runner swag bags
- 10x10 booth space at event (space only)
- Priority sponsorship recognition/logo placement on race shirt
- Sponsor recognition on WHAM website and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- Up to 2 social media mentions on WHAM social media feeds
- 12 complimentary race entries

### WHAM CLIENT SPONSOR \$2,500

- Sponsor race registration for 10 WHAM clients
- Opportunity to include marketing material or promo item in runner swag bags
- 10x10 booth space at event (space only)
- Priority sponsorship recognition/logo placement on race shirt
- Sponsor recognition on WHAM website and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- Up to 2 social media mentions on WHAM social media feeds
- 10 complimentary race entries for sponsor

### REGISTRATION SPONSOR \$2,000

- Prominent sponsorship recognition on Registration/Package Pickup Tent signage
- Opportunity to include marketing material or promo item in runner swag bags
- 10x10 booth space at event (space only)
- Sponsorship recognition on race shirts, WHAM website, and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- 1 social media mention on WHAM social media feeds
- 8 complimentary race entries

### COMMUNITY SPONSOR \$1,500

- Prominent sponsorship recognition on event signage
- Opportunity to include marketing material or promo item in runner swag bags
- 10x10 booth space at event (space only)
- Sponsorship recognition on race shirts, WHAM website, and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- 1 social media mention on WHAM social media feeds
- 6 complimentary race entries

### KIDS ZONE SPONSOR \$1,000

- Prominent sponsorship recognition on Kids Zone signage
- Opportunity to include marketing material or promo item in runner swag bags
- 10x10 booth space at event (space only)
- Sponsorship recognition on race shirts, WHAM website, and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- One social media mention on WHAM social media feeds
- 5 complimentary race entries

### BEVERAGES AND BITES SPONSOR \$750

- Prominent sponsorship recognition on after-party food and beverage station
- Opportunity to include marketing material or promo item in runner swag bags
- Sponsorship recognition on race shirts, WHAM website, and ItsYourRace.com registration site
- Sponsor recognition on event-related emails and post-event newsletter
- 4 complimentary race entries

### WATER STATION SPONSOR \$500

- Prominent sponsorship recognition on water station signage
- Opportunity to include marketing material or promo item in runner swag bags
- Sponsorship recognition on race shirts and WHAM website
- Sponsor recognition in post-event newsletter
- 2 complimentary race entries

### WHAM FRIEND \$350

- Opportunity to include marketing material or promo item in runner swag bags
- Sponsor recognition on WHAM website
- 1 complimentary race entry

### SPONSORSHIP DEADLINES

For recognition on t-shirt, commitment must be received by April 20. To include an item in the runner swag bags, please deliver items to WHAM by May 8. For recognition on event day signage, commitment must be received by May 5.