WESTCHASE DISTRICT COMMUNITY FUND AGENDA September 13, 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, September 13, 2023, at 7:30am, 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 August 16th, 2023 meeting. Review and approve Treasurer's report.
- 5. **Donation Submission(s).** Receive donation request(s), if any, from our community.

6. Pillars

- a. GIVING
- b. PARTNERSHIP
- c. EVENTS
 - i. Discuss Potential Fall Events, Volunteer Opportunities
- d. WEBSITE/SOCIAL MEDIA/OTHER
- 7. Upcoming Board Meetings. Discuss next meeting dates.
- 8. Adjourn.

Louis Jullien, Director

WESTCHASE DISTRICT UPDATE

SEPTEMBER 2023

WD & 380 PROJECTS

- Westheimer December 2023
- Meadowglen Design 2023
- Walnut Bend Mid-Block Crossing & Trail
- Wilcrest Mid-Block Crossing & Trail

WOODCHASE PARK

- Friday, October 27th, 5pm-8pm Trick or Treat
- Saturday, November 4th, 9am-11am Adopt-a-Dog
- Monday, November 6th, 4pm-7pm Clothes Swap
- Thursday, November 9th, 10am-12pm Harvest Day
- Friday, December 1st, 5pm-8pm Christmas Celebration
- Fall Sponsorship solicitation for 2024 programs and events
- Pending Programs Kids Community Art Projects, Letters to Santa, Christmas Movie Night

CAMDEN PARK

- Construction underway
- Completion early 2025

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, August 16, 2023, at 7:30 a.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: Louis Jullien, John Dombrowski, Lisa Iparrea, Kimberly Crow, Dozie Oheri thus constituting a quorum.

1. Call to Order by L. Jullien Time: 7:35am

2. Guest: Dr. Julia Andrews with Alief ISD. Thankful for partnership with WDCF, WD and Woodchase Park for sponsorship of Summer Movie Nights.

3. Westchase District Update Report. Wilcrest and Walnut Bend Mid-Block Crossing Projects underway. Fall event planning for Woodchase Park underway.

4. Administrative Report. Review the amend minutes of the July 5th, 2023, meeting. Review and approve the Treasurer's report.

Motion to approve minutes: J. Dombrowski Second: K. Crow Board Vote: unanimous

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

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

a. \$25,000 to WHAM for LED Lighting Project. Motion to ratify \$25,000 donation to WHAM: K. Crow Second: L. Jullien Board Vote: unanimous

b. Bayou City Ballet request \$2,500 for Annual Nutcracker Event.
Motion to donate \$2,000 to BCB: K. Crow Second: J. Dombrowski Board Vote: unanimous

c. Houston's Dojo requesting \$1.5M for purchase of land and building. Motion to deny request: K. Crow Second: L. Iparrea Board Vote: unanimous

6. Pillars

- a. GIVING
- b. PARTNERSHIP

c. EVENTS

ii. School Supply Drive

Largest school supply drive to date. 40 locations participated. Per Lisa Iparrea, 500 students served at Paul Revere Middle School, plus another 4 other schools pending.

iii. Legislative Breakfast

Place Legislative Breakfast on pause for now. Look at other potential events to be a part of during the holiday season and come with ideas for next meeting in September.

- d. WEBSITE/SOCIAL MEDIA/OTHER
- 7. Upcoming Board Meetings September 13th 7:30am
- 8. Adjourn 8:46 am

1:46 PM

09/08/23 Accrual Basis

Westchase District Community Fund Profit & Loss January through August 2023

	Jan - Aug 23				
Ordinary Income/Expense					
Income Direct Public Support					
Business Donor Contributions	10.62				
GSP - Construction Income	2,000.00				
GSP - Programming Events Income	-24,574.76				
Individual Donor Contributions	290.00				
Total Direct Public Support	-22,274.14				
Investments	5 984 05				
Interest-Savings, CD Texpool	5,984.05 67,792.97				
Total Investments	73,777.02				
Program Income Breakfast Fundraiser	120.00				
Corporate Chailenge	120.00				
Event Host	2,600.00				
Major Sponsor	12,500.00				
Team	7,600.00				
Total Corporate Challenge	22,700.00				
Total Program Income	22,820.00				
Total Income	74,322.88				
Gross Profit	74,322.88				
Expense					
Administrative Website / Paypal	82.33				
Total Administrative	82.33				
Bank Service Charges	91.93				
Gsp - Park Programming Expense	3,000.00				
Operations County Filing Fees	46.80				
Total Operations	46.80				
Other Types of Expenses					
Insurance - Liability, D and O	789.88				
Total Other Types of Expenses	789.88				
Program Expenses					
Brkfast Fundraiser PayPal Fees	3.36				
Corporate Challenge	9,435.97				
Donation from Program	A AAA AA				
Bayou City Ballet	2,000.00 7,100.00				
Quillian Center WHAM	2,000.00				
Total Donation from Program	11,100.00				
Total Program Expenses	20,539.33				
Total Expense	24,550.27				
Net Ordinary income	49,772.61				
-	49,772.61				
let Income	49,772.01				

09/08/23 Accrual Basis

Westchase District Community Fund Balance Sheet As of August 31, 2023

	Aug 31, 23				
ASSETS					
Current Assets					
Checking/Savings					
Amegy WD Community Fund	13,787.51				
TexPool Greenspace	2,741,031.54				
WDCF - Greenspace	4,956.95				
Total Checking/Savings	2,759,776.00				
Accounts Receivable					
Accounts Receivable	5,000.00				
Total Accounts Receivable	5,000.00				
Total Current Assets	2,764,776.00				
TOTAL ASSETS	2,764,776.00				
LIABILITIES & EQUITY					
Equity Unrestricted Net Assets	2,715,003.39				
Net Income	49,772.61				
wei moome	49,772.01				
Total Equity	2,764,776.00				
TOTAL LIABILITIES & EQUITY	2,764,776.00				

	2019		2020		2021		2022		2023	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual*	Budget	Actual*
Income:										
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	120
Other/Whole Foods										
Corporate Donation - W Foods / Cantina L.		250								
Misc. Income	100		100		100	414	100			25
Grant Income		3,000						1,000	1,000	1,000
Interest Income	20	15	20	16	20	6	20			
Total Income	31,620	31,665	34,120	70,756	3,620	3,202	3,120	22,580	29,000	24,135
Expenses:										
Administrative (filing and bank fees) :	100	46	100	93	100		100			
Marketing / Supplies	500	643	600	30	500		100	751	500	234
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	790
Legal								255	250	
Grant Application Fees										
Website / Paypal	25	5	2,025	3,267	100		100		150	133
Trail Equipment		2,850	,	-, -						
Program Expenses:										
Corporate Challenge	10,000	7,789	10,000	471				10,160	11,500	9,436
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						,		
Total Expenses:	16,075	18,165	18,475	8,578	6,700	4,682	6,200	17,826	14,400	10,592
Donations:	15,000	16,404	15,000	65,315	5,000	5,414	5,000	10,077		
Quillian Center	13,000	10,404	15,000	05,515	5,000	5,414	5,000	10,077	6,750	7,100
Spring Dash									1,500	2,000
Bayou City Ballet			_						1,800	2,000
nonPareil			_						1,500	2,000
HPD									250	
Farmers Market									1,000	1,000
Other									1,000	1,000
Total Donations:									12 900	12 100
									12,800	12,100
Surplus / Deficit:	545	(2,904)	645	(3,137)	(8,080)	(6,893)	(8,080)	(5,324)	1,800	1,443
Asset - Cash in Bank:		27,076		25,783		18,052		10,500		11,787
*as of 8/14/23										i