

**WESTCHASE DISTRICT COMMUNITY FUND**

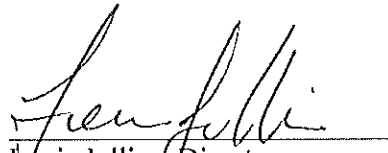
**AGENDA**

March 7, 2024

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

Notice is hereby given that a meeting of the Board of Directors of the Westchase District Community Fund (the "Corporation") will be held on Thursday, March 7, 2024, at 7:30a.m., 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. **Board Members.** Vote to approve Maria de Jesus Carbajal as new board member.
4. **Westchase District Update Report.** Receive a report on Westchase District.
5. **Administrative Report.** Review and approve the minutes of last meeting. Review and approve Treasurer's report.
6. **Donation Submission(s).** Receive donation request(s), if any, from our community.
  - a. The WOW Project
7. **Pillars**
  - a. Events
    - i. Disbanding of WDAB. WDCF okay with taking on Community Impact Awards?
    - ii. Corporate Challenge 4.5.24
  - b. Partnerships
  - c. Social Media
8. **Reminder:** Director 2024 Contributions are due.
9. **Upcoming Board Meetings.** April 18.
10. **Adjourn.**

  
Louis Jullien, Director

## NEW BOARD MEMBER CANDIDATE

### MARIA DE JESUS CARBAJAL

- Resident at Westchase Creek Apartments
- Assistant manager at VE Management (Leasing for Westchase Creek)
- Fitness Instructor at LA Fitness in Westchase
- Has participated in Corporate Challenge for several years
- 832-708-6601 | [maria@vemanagement.com](mailto:maria@vemanagement.com)

## WESTCHASE DISTRICT UPDATE

### STREETSCAPES

- Westheimer Streetscape Complete This Year
- Meadowglen – ROW process started

### WOODCHASE PARK

- Spring Break Event – March 11<sup>th</sup>-March 15<sup>th</sup>
- Easter Celebration – March 23<sup>rd</sup>
- Tai Chi, Zumba, Boot Camp, Chess Club, YAH Workshops, Children's Bingo, Storytime, Ballet Workshop, Soleil Music & Arts, Quillian Sports Camp – March-May

### CAMDEN PARK

- Pedestrian bridge installed
- Playground installations this week
- 2025 Opening

### CORPORATE CHALLENGE

- Friday, April 5, 2024
- Friday, April 12, 2024 – Rain Date

**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, January 11, 2024, at 3:00 p.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, Kimberly Crow, Lisa Iparrea and Keitha Gallien thus constituting a quorum.

**1. Call to Order by K. Crow Time: 7:43 pm**

**2. Guest: NA**

**3. Westchase District Update Report:** Receive a report on Westchase District.

**4. Administrative Report:** Review and approve the minutes of the meeting.

**Motion to amend approve minutes:** L. Iparrea **Second:** J. Dombrowski **Board Vote:** unanimous

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

**Motion to ratify:** K. Crow **Second:** C. Eichhorn **Board Vote:** unanimous

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

**6. Pillars:**

- a. Events - Corporate Challenge discussion
- b. Partnerships – Seeking Local Board Members
- c. Social Media -Chris helping to cross promote on multiple social pages

**7. Reminder:** Director 2024 Contributions are due.

**8. Upcoming Board Meetings:** March 7, April 18

**9. Adjourn:** 8:34a

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**Keitha Gallien –Acting Secretary**

	2020		2021		2022		2023		2024	
	Budget	Actual	Budget	Actual	Budget	Actual*	Budget	Actual*	Budget	Actual*
<b>Income:</b>										
Donation Income:	1,000	50,995	1,000	544	500	660	500	290	300	375
Program Income:										
Corporate Challenge	30,000	18,300				18,550	25,000	22,700	25,000	
Other/Legislative Breakfast	3,000	1,445	2,500	2,238	2,500	2,370	2,500	120		
Other/Whole Foods										
Corporate Donation - W. Foods / Cantina L.										
Misc. Income	100		100	414	100			25		
Grant Income						1,000	1,000	1,000	1,000	
Interest Income	20	16	20	6	20					
<b>Total Income</b>	<b>34,120</b>	<b>70,756</b>	<b>3,620</b>	<b>3,202</b>	<b>3,120</b>	<b>22,580</b>	<b>29,000</b>	<b>24,135</b>	<b>26,300</b>	<b>375</b>
<b>Expenses:</b>										
Administrative (filing and bank fees):	100	93	100		100					
Marketing / Supplies	600	30	500			751	500	234	300	
Professional (audit & tax)	4,000	4,000	4,250	3,000	4,250	5,500				
Insurance	750	716	750	752	750		750	790	800	
Legal						255	250			
Grant Application Fees										
Website / Paypal	2,025	3,267	100		100		150	133	150	
Trail Equipment										
Program Expenses:										
Corporate Challenge	10,000	471				10,160	11,500	9,436	11,000	
20th Anniversary / Leg Bkf. / other	1,000		1,000	930	1,000	1,161	1,250			
Other - W. Foods / Public Art										
<b>Total Expenses:</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>10,592</b>	<b>12,250</b>	<b>-</b>
<b>Donations:</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	7,100	7,000	
Spring Dash							1,500	2,000	2,000	
Bayou City Ballet							1,800	2,000	2,000	
nonPareil							1,500	1,000	1,000	
HPD							250	-		
Farmers Market							1,000	1,000	1,000	
Other										
<b>Total Donations:</b>							<b>12,800</b>	<b>13,100</b>	<b>13,000</b>	<b>-</b>
<b>Surplus / Deficit:</b>	<b>645</b>	<b>(5,137)</b>	<b>(8,080)</b>	<b>(6,893)</b>	<b>(8,080)</b>	<b>(5,324)</b>	<b>1,800</b>	<b>443</b>	<b>1,050</b>	<b>375</b>
<b>Asset - Cash in Bank:</b>		<b>25,783</b>		<b>18,052</b>		<b>10,500</b>		<b>10,787</b>		<b>11,580</b>

10:35 AM  
03/04/24  
Accrual Basis

Westchase District Community Fund  
**Balance Sheet**  
As of March 4, 2024

	<u>Mar 4, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Amegy WD Community Fund	19,668.95
TexPool Greenspace	2,815,727.91
WDCF - Greenspace	92,148.85
<b>Total Checking/Savings</b>	<u>2,927,545.71</u>
Accounts Receivable	
Accounts Receivable	25,950.00
<b>Total Accounts Receivable</b>	<u>25,950.00</u>
<b>Total Current Assets</b>	<u>2,953,495.71</u>
<b>TOTAL ASSETS</b>	<u><u>2,953,495.71</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	2,919,257.91
Net Income	34,237.80
<b>Total Equity</b>	<u>2,953,495.71</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,953,495.71</u></u>

10:34 AM  
 03/04/24  
 Accrual Basis

## Westchase District Community Fund Profit & Loss YTD Comparison January 1 through March 4, 2024

	Jan 1 - Mar 4, 24	Jan 1 - Mar 4, 24
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Direct Public Support</b>		
Business Donor Contributions	200.00	200.00
GSP - Programming Events Income	3,000.00	3,000.00
Individual Donor Contributions	150.00	150.00
<b>Total Direct Public Support</b>	<u>3,350.00</u>	<u>3,350.00</u>
<b>Investments</b>		
Texpool	12,725.58	12,725.58
<b>Total Investments</b>	<u>12,725.58</u>	<u>12,725.58</u>
<b>Program Income</b>		
<b>Corporate Challenge</b>		
Event Host	600.00	600.00
Major Sponsor	10,600.00	10,600.00
Team	6,000.00	6,000.00
Corporate Challenge - Other	2,500.00	2,500.00
<b>Total Corporate Challenge</b>	<u>19,700.00</u>	<u>19,700.00</u>
<b>Total Program Income</b>	<u>19,700.00</u>	<u>19,700.00</u>
<b>Total Income</b>	<u>35,775.58</u>	<u>35,775.58</u>
<b>Gross Profit</b>	35,775.58	35,775.58
<b>Expense</b>		
<b>Administrative</b>		
Website / Paypal	37.78	37.78
<b>Total Administrative</b>	<u>37.78</u>	<u>37.78</u>
Gsp - Park Programming Expense	1,500.00	1,500.00
<b>Total Expense</b>	<u>1,537.78</u>	<u>1,537.78</u>
<b>Net Ordinary Income</b>	<u>34,237.80</u>	<u>34,237.80</u>
<b>Net Income</b>	<u><u>34,237.80</u></u>	<u><u>34,237.80</u></u>

**Name of Organization** The WOW Project

**Is your organization a 501c3?** Yes

**Non-Profit Federal ID Number** 45-5588379

**Contact Name and/or Title** Jabrelle Lipscomb

**Cell Phone Number** 713-689-4305

**Contact Email** [Jabrelle.Lipscomb@thewowproject.org](mailto:Jabrelle.Lipscomb@thewowproject.org)

**Address** PO Box 720286  
Houston, TX 77272

**Please tell us a little about your organization (History and Mission)** The WOW Project is a non-profit organization dedicated to addressing the twin challenges of hunger and food waste. Our mission is to create a more sustainable and compassionate community by providing free, rescued food to those facing food insecurity through our program, Food Haven, and by empowering communities to grow fresh produce through our program, Gather Grow Give.

Program Details:

1. Food Haven:

Food Haven is our flagship program that operates as a food pantry distributing rescued food free of charge to individuals and families facing food insecurity.

Our dedicated team rescues surplus food from local businesses, farms, and retailers, ensuring that perfectly good food that would otherwise go to waste is redirected to those who need it the most.

Last year alone, Food Haven distributed over 14,000 pounds of rescued food, serving 1,000 individuals and families in Harris County.

## 2. Gather Grow Give:

Gather Grow Give is our community-driven initiative that encourages local residents to actively participate in eliminating food waste by growing their own fresh produce.

We provide gardening resources, workshops, and support to help community members cultivate vegetables and herbs in their homes or community gardens.

The harvested produce is then donated to Food Haven, creating a sustainable cycle of community engagement and nourishment.

**When are you in need of the donation?**

04/05/24

**What is the amount requested?**

3500

**Please be specific on what the donation will benefit or how it will be used.**

Your donation will be used to cover the cost of van rental for our Food Haven program. The donation will also cover gardening tools, seeds, soil for our Gather Grow Give Program.

**Have you applied for a donation from WDCF previously? If**

No.



**Yes – please list  
when/for what.**

**Are you publicizing  
this event? If so –  
What exposure  
would you be willing  
to provide the  
WDCF.org?**

Yes.

\*Logo inclusion on program-specific materials.

\*Recognition in selected marketing collateral and community  
outreach efforts.

\*Social media shout-outs acknowledging your company.

\*(5) Passes to all WOW Project events - Excluding Earthy Supper