

**Lakewood Forest Civic Association
Board Meeting Minutes – February 1, 2022**

The monthly meeting of the LFCA was called to order at 7:00 pm by president Jodi Cole. Other board members present were: Barbara Ward, Scott Johnson, Lori Estepp, Linda Musthaler, and Mary Blacklock.

Minutes

The minutes from the January 2022 meeting were reviewed. Scott J. moved to accept the minutes with minor corrections, the motion was seconded by Mary B. and passed unanimously.

Treasurer Report

Scott J. submitted the monthly financial report. As of January 31, 2022, we had \$27,725.49 in total funds. There is \$12,438.83 in the checking account. The money market account has a balance of \$9,497.61 and the 12-month CD has a value of \$5,570.60. In comparing our budget to actual expenses to date for the current fiscal year, we have a deficit balance of \$5,318. The Fund has received \$15,150.02 on behalf of LFCA but the money has not yet been dispersed.

In the past month, the following check was written:

- #1457 to Linda Musthaler for military care packages (\$218.93)

See Appendix A for Treasurer Report and 2021-2022 Budget-to-Actual Report.

Administrative Reports

Membership Dues

No money was received in January, although the Fund collected \$15,150.02 on our behalf. We are waiting for disbursement of those funds.

Mail Call

We received a \$70 check from the Texas Secretary of State for refund of overpayment. We received a thank you note from Russell Musthaler for his military care package.

Civic News Newsletter

Deadline to submit content for publication in the March issue is February 11. We have limited space. Planned articles to be submitted: curb painting, Eggstravaganza event, garage sale, scholarships.

Web Pages

Linda M. submitted updates to Heidi.

Projects and Events

Scholarship Committee

Jamie M. resigned as chairman of the committee. Jodi C. and Scott J. will co-chair. Jodi has contacted the schools about the scholarship. The deadline for submissions is March 24.

Curb Painting

Lori E. has a contract based on 835 houses in the amount of \$8057.75. Scott J. moved to accept the contract and Barbara seconded the motion. The motion passed and Jodi and Scott signed the contract. Painting starts in April. Houses that currently have a custom paint job will be notified that they have to

approve painting over the existing numbers.

Garage Sale

The next community garage sale will be April 22-24.

Eggstravaganza

The event is scheduled for April 16, from 1 pm to 3 pm, at Russ Poppe Family Park located at 11675 Grant Road in Cypress. Linda M. went over plans for the event. The Fund has offered to sponsor an ice cream cart and help with goody bags for the kids.

End of Meeting

At 8:00 pm, Barbara W. moved to adjourn the meeting. Mary B. seconded the motion and it passed. The next meeting is scheduled for Tuesday, March 1 at 7 PM at the Lakewood Forest Fund office.

Appendix A – Documents from Treasurer’s Report

Lakewood Forest Civic Association, Inc.
Financial Report
as of January 31, 2022

Summary

Previous balances	\$ <u>27,725.49</u>
Net change	<u>(218.45)</u>
Current balances	27,507.04
Outstanding checks	<u>-</u>
Current balances per bank statements	<u>\$ 27,507.04</u>

Checking Account xx44

Previous balance	\$ <u>12,657.76</u>
1457 Linda Musthaler Military Care Packages Expenses	<u>\$ (218.93)</u>
Current balance per bank statement	<u>\$ 12,438.83</u>

Money Market Account xx26

Previous balance	\$ 9,497.61
Interest income (rate 0.01%)	<u>-</u>
Current balance	<u>\$ 9,497.61</u>

12 Month C.D's

*12 Month CD xx72 (Maturity Date 3/27/2022)	\$ 5,570.46
Interest Income	<u>\$ 0.14</u>
Current balance	<u>\$ 5,570.60</u>

Lakewood Forest Civic Association, Inc.

2021-2022 Budget to Actuals

As of January 31 2022

	2022 Budget	2022 Actual
Income		
Membership Dues	\$ 21,000	-
Membership Dues in Arrears		373
Donations	-	554.95
Interest	-	0.55
Total Income	<u>21,000</u>	<u>928</u>

Administrative Expense

Directors' Liability Insurance	2,023	755
Treasurer's Indemnity Insurance	358	358
Financial Review	-	300.00
Storage Unit (Lakewood Mini)	1,249	1,344
Post Office Box (Parcel Plus)	235	
Office Supplies	75	12
Taxes and State Fees		75
Accountant Fees	300	-
Fund Fee	<u>1,800</u>	
Total Administrative Expense	<u>6,040</u>	<u>2,844</u>

Project Expenses

Publications		
Directory (printing & binding)	-	-
Directory (postage)	-	-
Newcomer's Guide	<u>-</u>	<u>-</u>
Subtotal Publications	<u>-</u>	<u>-</u>

Beautification Projects

Curb Numbers	8,058	-
Miscellaneous Projects	500	-
Yard of the Month (Garden Club)	<u>150</u>	
Subtotal Beautification	<u>8,708</u>	<u>-</u>

Donations

Scholarship Award Program	3,500	
School Donations	1,800	1,800.00
Hurricane Harvey Donation-LFF	-	-
Lakewood Lightning Swim Team	100	
LRC Camp Sponsorship	150	-
Cypress Creek EMS	125	-
Lakewood Bee Initiative		
Miscellaneous	500	
Military Care Packages	500	219
Subtotal Donations	<u>6,675</u>	<u>2,019</u>
Neighborhood Events		
Fourth of July Parade	750	
Neighborhood Night Out	1,117	1,384
Community-Wide Garage Sale	250	-
LRC Luau	-	-
Food Truck Event	-	-
Christmas Event	400	-
Easter Event	1,500	
Bike Rodeo Event	-	-
LRC Dues - 5 shares	450	
Subtotal Neighborhood Events	<u>4,467</u>	<u>1,384</u>
Total Project Expenses	<u>19,850</u>	<u>3,403</u>
Total Expenses	<u>25,890</u>	<u>6,247</u>
Surplus (Deficit)	<u>\$ (4,890)</u>	<u>\$ (5,318)</u>