

**Lakewood Forest Civic Association
Board Meeting Minutes – June 6, 2022**

The monthly meeting of the LFCA was called to order at 7:07 pm by president Jodi Cole. Other board members present were Mary Blacklock, Barbara Ward, Lori Estepp, Jamie MacKeen, Scott Johnson, and Linda Musthaler.

Minutes

The minutes from the May 2022 meeting were reviewed. Scott J. moved to accept the minutes as written, the motion was seconded by Mary B. and passed unanimously.

Treasurer Report

Scott J. provided the monthly financial report. As of May 31, 2022, we had \$36,071.55 in total funds. There is \$21,002.74 in the checking account. The money market account has a balance of \$9,497.66 and the 12-month CD has a value of \$5,571.15. We received \$290 from the Fund for annual memberships. In comparing our budget to actual expenses to date for the current fiscal year, we have a balance of \$3,241. We wrote 3 checks during the month for a total of \$8,017.64.

In the past month, the following checks were written:

Check 1467 Linda Musthaler	(70.83)
Check 1468 Barbara Ward	(4.86)
Check 1469 Curb Numbers ETC	(7,941.95)

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

Administrative Reports

Mail Call

There was a letter from the Lakewood Residents' Club regarding the election of officers. LFCA doesn't have voting rights so the notice doesn't apply to us.

Projects and Events

Scholarship Committee

Jodi C. will fill out the paperwork to send funds to the schools.

Curb Painting

Painting is done for this year and the vendor has been paid.

Patriotic Parade

Jodi C. presented details about the event and everyone was assigned roles for the day. Lori E. made a motion to increase the event budget by \$100. Scott J. seconded the motion and it passed.

Reimbursement

\$40 to Linda M. for supplies for Eggstravaganza. \$100.29 to Lori E. for parade trophies. \$94.72 to Jodi C. for parade supplies.

End of Meeting

At 8:40 pm, Barbara W. moved to adjourn the meeting. Mary B. seconded the motion and it passed. The next meeting is scheduled for Tuesday, July 5 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 May 31 2022**

Summary

Previous balances	<u>\$ 43,794.19</u>
Net change	<u>(7,722.64)</u>
Current balances	36,071.55
Outstanding checks	<u>-</u>
Current balances per bank statements	<u>\$ 36,071.55</u>

Checking Account xx44

Previous balance	<u>\$ 28,725.52</u>
Membership Fees Transfers from Lakewood Forest Fund	\$ 290.00
Check 1467 Linda Musthaler	(70.83)
Check 1468 Barbara Ward	(4.86)
Check 1469 Curb Numbers ETC	(7,941.95)
Less Outstanding Check 1468	4.86
Balance Per Bank	<u>\$ 21,002.74</u>
Current balance per bank statement	<u>\$ 21,002.74</u>

Money Market Account xx26

Previous balance	\$ 9,497.65
Interest income (rate 0.01%)	<u>0.01</u>
Current balance	<u>\$ 9,497.66</u>

12 Month CD's

*12 Month CD xx72 (Maturity Date 3/27/2022)	\$ 5,571.02
Interest Income	\$ 0.13
Current balance	<u>\$ 5,571.15</u>

Lakewood Forest Civic Association, Inc.

2021-2022 Budget to Actuals

As of May 31 2022

	2022	2022
	Budget	Actual
Income		
Membership Dues	\$ 21,000	19,516
Membership Dues in Arrears		373
Donations	-	1,154.95
Interest	<u>-</u>	<u>0.55</u>
Total Income	<u>21,000</u>	<u>21,045</u>

Administrative Expense

Directors' Liability Insurance	2,023	755
Treasurer's Indemnity Insurance	358	358
Financial Review	-	300.00
Storage Unit (Storage Stars)	1,249	1,344
Post Office Box (Parcel Plus)	235	249
Office Supplies	75	12
Taxes and State Fees		75
Accountant Fees	300	-
Fund Fee	<u>1,800</u>	<u>1,800.00</u>
Total Administrative Expense	<u>6,040</u>	<u>4,893</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	7,942
Miscellaneous Projects	500	-
Yard of the Month (Garden Club)	<u>150</u>	<u>-</u>
Subtotal Beautification	<u>8,708</u>	<u>7,942</u>

