

Lakewood Forest Civic Association
Board Meeting Minutes November 14, 2023

The meeting was called to order at 7:03 PM by President Jodi Cole. Members present were Andrea Lightcap-Minton, Scott Johnson, Linda Musthaler, & Lori Estepp. No guests were present.

Minutes

The minutes from the October 2023 monthly meeting were reviewed. Scott J moved to approve and accept minutes. Andrea LM seconded the motion, and it passed unanimously.

Treasurer's Report

The October 2023 financial report was shared by treasurer, Scott Johnson. The current balance per bank statements was \$29,306.79.

Mail Call

Check from Tim & Lynn Moore for \$25 as a donation to the military care package program.

Insurance Renewal

Jodi moved via e-mail Nov. 3 to renew the D&O policy for \$731 and remove the EPL on the policy as LFCA has no employees. This motion was seconded by Terri Cole and received a majority vote. The motion carried.

Administrative Reports

PO Box - annual rent due 4/5/2024

Storage Unit - Annual Rent due 1/12/2024

Committee Project Reports

Garden Club

Terri Cole, Garden Club liaison, was not present.

Webpage

Webpage is up to date per Linda M, the correspondence secretary.

Christmas Party

Tentatively Dec 5th

Curb Painting

Moving to Phase 3 in the spring.

School Donations

Linda M moved to donate \$500 each to Hamilton Elementary & Northpointe Intermediate. This motion was seconded by Jodi C and passed with a majority.

National Night Out (NNO)

Was 10/6/2023. Went well, but in the future LFCA plans to switch back to Saturdays for this event versus Friday for attendance purposes.

Military Care Packages

Well underway per Linda M. 5 people on the list; 4 stationed within the US; 1 in Germany. Packages will go out by the end of November.

Eggstravaganza

Tentatively March 23, 2024 from 1:00PM to 3:00PM. Jodi C will book Russ Poppe Family Park November 23.

Community Garage Sale - Spring 2024

Newsletter

Linda M plans to do the newsletter monthly. The 26th of each month will be the deadline for any content.

Reimbursements/Expenses

Scott J moved to reimburse Andrea \$56.29 for NNO. Lori E seconded. It passed with a majority. Scott moved to authorize payment to Michelle Ficocello of Houston Face Painting for Breakfast with Santa face paint for \$187.50. Andrea LM seconded. It passed with a majority.

Jodi C moved to reimburse Terri C for \$15.38 for NNO expenses. Scott J seconded. The motion carried with a majority.

Andrea LM moved to reimburse Linda M for expenses associated with NNO 65.48, Military Care Packages \$91.46, & Breakfast with Santa \$917.32, totaling \$1,074.19. Lori E seconded it. The motion passed unanimously.

Breakfast with Santa

Linda M moved to accept a \$500 donation from Ezee Fiber. Lori E seconded. Motion passed unanimously.

Linda M presented the budget and particulars of the event, including goodie bags, desired volunteer positions, Santa's parade route, set up, food options, & food pick up.

Jodi C moved to increase the Breakfast with Santa budget by \$200. Scott J seconded, and the motion passed unanimously. LFCA will add an additional face painter with this.

Adjourn Meeting

Motion to adjourn meeting made by Scott J, seconded by Linda M, and agreed unanimously.

Meeting adjourned at 8:26PM. Next meeting is scheduled for January 2, 2024 at 7:00 PM at the Fund Office.

