

**Lakewood Forest Civic Association
Board Meeting Minutes
March 2, 2021**

The monthly meeting of the LFCA was called to order at 7:04 pm by President Jodi Cole. Other board members present were: Barbara Ward, Scott Johnson, Lori Estepp, Jasmine Hurey, Mary Blacklock and Linda Musthaler.

Minutes

The minutes from the February 2021 meeting were reviewed and approved with no corrections. Scott J. moved to accept the minutes, the motion was seconded by Lori E. and passed unanimously.

Treasurer Report

Scott J. submitted the monthly financial report. As of February 28, 2021 we had \$36,787.30 in total funds. There is \$21,720.71 in the checking account. We received \$17,870 in membership dues collected through the LWF Fund and \$10 through the mail.

See Appendix A for Treasurer Report and 2020-2021 Budget-to-Actual Report.

Administrative Reports

Mail Call

There was a bank statement from Amegy. We received a check for \$10 dues.

Payment for the mail box service is due April 5.

Lakewood Forest Garden Club

The club is holding reduced meetings due to the pandemic. It is awarding Yard of the Month for only three months this year – April, May and June. The Garden Club will participate in the Eggstravaganza event.

Civic News Newsletter

Deadline to submit content for publication in the April issue is March 12. Planned articles include: advertisement of the egg hunt and the spring garage sale.

Jodi has a stack of old newsletters from the LRC. She will investigate the cost of having them digitized for historical purposes.

Web Pages

No report.

Reimbursements

None submitted.

Curb Painting

Lori E. got an estimate for 835 houses in the amount of \$8,057.75. We budgeted \$8,000. Since the current numbers are still in good shape, Scott J. motioned to defer curb painting for one year. Lori E. seconded the motion and it passed.

Committee Projects and Reports

Eggstravaganza Event

Due to water damage at the LRC, the event date has been changed to April 3 and the location is the new county park on Grant Road. We have reserved the pavilion for our use from noon until 4 PM. The event itself is 1 PM to 3 PM. The activities will include two sessions of egg hunts, games, crafts, a photo booth, and possibly a bounce house.

Scholarships

Jodi C. received one scholarship application so far. The deadline for submissions is March 22.

Neighborhood Garage Sale

The dates of the spring garage sale are April 23-25. Jodi put a flyer in the e-newsletter.

National Night Out

We have reserved the LRC for the evening of October 8.

New Business

The Fund is supporting a Bee & Butterfly initiative with the elementary schools. The Fund will give gift cards to Plants For All Seasons to the schools so they can purchase the supplies and plants that they need. Barbara W. made a motion that we donate \$100 to support this program. Scott seconded the motion and it was approved.

The Lakewood Residents' Club was heavily damaged by water coming from broken pipes after the winter freeze. It could take 6 months to rebuild the facility. This has affected the egg hunt and might affect the summer parade.

We would still like to update the Civic Association bylaws. Jodi will reach out to Michael Lindauer for his research and investigate if we need an attorney for this.

End of Business

Scott J. moved to adjourn the meeting at 8:14 PM and the motion was seconded by Mary B. The next scheduled meeting is Tuesday, April 6 at the Lakewood Forest Fund office.

Appendix A – Documents from Treasurer’s Report

Lakewood Forest Civic Association, Inc.
Financial Report
as of February 28,2021

Summary

Previous balances	\$ <u>3,840.71</u>
Net change	<u>32,946.59</u>
Current balances	36,787.30
Outstanding checks	<u>-</u>
Current balances per bank statements	<u>\$ 36,787.30</u>

Checking Account xx44

Previous balance	\$ <u>3,840.71</u>
------------------	--------------------

Membership Renewals Fund Transfers	\$ 17,870.00
Other Membership Renewals	\$ 10.00
	<u>\$ 21,720.71</u>

Less Deposits in transit	-
Outstanding Checks	<u>-</u>
Current balance per bank statement	<u>\$ 21,720.71</u>

Money Market Account xx26

Previous balance	\$ 9,497.49
Interest income (rate 0.01%)	<u>0.02</u>
Current balance	<u>\$ 9,497.51</u>

12 Month C.D's

*12 Month CD xx72 (Maturity Date 3/27/2020)	\$ 5,568.94
Interest Income	<u>\$ 0.14</u>
Current balance	<u>\$ 5,569.08</u>

Lakewood Forest Civic Association, Inc.

2019-2021 Budget to Actuals

As of February 2021

	2021 Budget	Actual
Income		
Membership Dues	\$ 21,000	17,970
Donations	-	465
Interest	-	0
	-	0
Total Income	<u>21,000</u>	<u>18,435</u>

Administrative Expense

Directors' Liability Insurance	2,023	2,023
Treasurer's Indemnity Insurance	275	358
Electricity for Wingwall Lighting	-	-
Storage Unit (Lakewood Mini)	1,015	1,249
Post Office Box (Parcel Plus)	235	-
Office Supplies	75	-
Accountant Fees	300	-
Fund Fee	1,800	1,800.00
	1,800	1,800.00
Total Administrative Expense	<u>5,723</u>	<u>5,430</u>

Project Expenses

Publications		
Directory (printing & binding)	-	-
Directory (postage)	-	-
Newcomer's Guide	-	-
	-	-
Subtotal Publications	-	-

Beautification Projects

Curb Numbers	8,000	-
Miscellaneous Projects	500	-
Yard of the Month (Garden Club)	75	75
	75	75
Subtotal Beautification	<u>8,575</u>	<u>75</u>

Donations

Scholarship Award Program	3,500	-
School Donations	1,800	1,800
Hurricane Harvey Donation-LFF	-	-
Lakewood Lightning Swim Team	100	-
LRC Camp Sponsorship	150	-
Cy Creek EMS	125	-
Miscellaneous	500	-
Military Care Packages	<u>500</u>	492
Subtotal Donations	<u>6,675</u>	<u>2,292</u>

Neighborhood Events

Fourth of July Parade	750	-
Neighborhood Night Out	400	582
Community-Wide Garage Sale	100	-
LRC Luau	-	-
Food Truck Event	-	-
Christmas Event	400	-
Easter Event	1,000	-
Bike Rodeo Event	-	-
LRC Dues - 5 shares	<u>450</u>	-
Subtotal Neighborhood Events	<u>3,100</u>	<u>582</u>

Total Project Expenses 18,350 2,949

Total Expenses 24,073 8,379

Surplus (Deficit) \$ (3,073) \$ 10,057