

Lakewood Forest Civic Association
Board Meeting Minutes
March 4, 2019

The Meeting was called to order at 7:07pm by President Michael Lindauer. Members present were Barbara Ward, Pat Justice, Lori Estepp, Jasmine Hurey, Linda Musthaler, Mary Ales, and Jodi Cole.

Guest: Tish Otten was in attendance with interest in joining the board.

Minutes

The minutes from the Feb 2019 monthly meeting were read. After corrections, Mary A motioned to accept the minutes. The motion was seconded by Linda and passed unanimously.

Treasurer's Report

The 28Feb2019 Financial Report was distributed by Mary A. The current balance per bank statements was \$40,213.42. See attached financial report.

Mail Call

Reliant bill received for February \$60.64.

Administrative Report

Linda M. asked Heidi Flores to update our tab page on the Lakewood Forrest Fund website to include the info about the scholarship award, and change the description of the LFCA.

Committee Project Reports

Garden Club

Mary A attended a meeting and presented what the civic association does. Reminded them of our \$150 donation the LFCA gives to the garden club.

Newsletter

The bi-annual Residents Directory is to be mailed first week of April.
Deadline for newsletter articles is 3.12.19 for the April Civic News.

Scholarship Awards

Entries are due 3.21.19. Michael will black out identifiable info and make packets for the board members to judge. Up to \$3500 in scholarships can be awarded. TBA the date on when the scholarship committee will meet.

Military Packages

Tabled for later discussion.

Community Garage Sale

Jodi C discussed budget and recommended giving money to the spring fling budget. Purchasing signs might be done for future garage sale. Jodi C will continue to post the upcoming event on social media.

4th of July Parade

Tabled for later discussion

Christmas Party

Tabled for later discussion.

National Night Out

Tabled for future meeting.

Spring Fling

Jodi C presented a rough draft flier. Add day of the week, LWF residents only. Jodi C is looking for permission to reserve bounce house (\$119.06), balloon artist (\$200) and face painter (\$175). Michael motioned to approve reservation for the 3 vendors and payment. Pat J seconded the motion, which passed unanimously. Discussion held about where bounce house would be located (left side of club house in front of gate), and where Easter egg hunt will be done (right side field by The Woods School or in back by playground and tennis court). Ask about stakes in the grass. Pat J will check on prices for Easter bunny suit. Plastic table cloths. LRC rental \$85 + \$15/hr (3 hr) totaling \$130.00. Set up/tear down is \$40.00 and Cleaning fee is \$125. Approval needed for \$130 rental fee and contract. Michael L. motioned to approve LRC rental contract. Jasmine H. seconded. Motion passed unanimously. Hot dogs and hamburgers considered for food. Popcorn and candy are options. Icy pops are options. Bottled water in storage unit. Pop up canopies from storage for outside volunteers. Pat J will check out bunny ears. Garden club may be given table at event. Mary A will contact the garden club. Michael L motioned to remove the bounce house. Pat J seconded. Passed unanimously.

Old Business

LFCA settled up with LWF Fund on splitting the costs of 2018 events. Motion was voted via email, attached. Discussion held to move funds from money market account xx28 to a 12 month Certificate of Deposit account with terms agreeable to the board. Michael L motioned to approve account closure and the process to move money to new CD account. Barbara W seconded. Passed unanimously. Michael L and Barbara W signed resolution to give Mary A permission to close the money market account xx28 to a CD account at Amegy Bank.

New Business

Email with Sandy Matto discussed. Will we partner with LWF Fund for annual events?

- Food Truck – No, because we have the Spring Fling the next day.
- Coffee with a Cop/Home inspections Checklist- No
- Coffee with a Cop? Holiday Shopping Safety-No
- Breakfast with Santa- Yes
- Butterfly and Bee Initiative- Yes

LWF Fund will be publishing a monthly newsletter online. It has been questioned if the LFCA will still receive constable report.

Smoke alarm blitz, Michael L has messaged PR contact for Cy Creek Fire Department regarding the Civic Association distributing smoke alarms.

Discussion held on benefits of co-sponsored events.

The LFCA will invite the LWF Fund to co-sponsor the National Night Out event.

Mary A would like to be reimbursed for purchase of office supplies \$22.16. Michael L motioned to approve reimbursement. Lori E. seconded motion. Passed unanimously.

Mary A and Michael L had a meeting with LRC about future events and how contracts will proceed. Our annual meeting will still be at no charge. LRC next board meeting will be March 20, 2019 at the club house. LFCA will no longer pay damage deposit. Mary A wrote a check to the LRC for the spring fling rental, \$130.00.

The LFCA newsletter pdfs have been removed accidentally from the Fund web page. Barbara W emailed Heidi F. Michael L asked Barbara W to email Heidi F to add all past newsletter pdf back to the LFCA tab on the Fund web page. Emails attached. Linda M will need to meet the new employee dealing with the Fund web page.

Tish Otten will decide whether to join at April's meeting.

With no other business to discuss, Barbara W. motioned to end the meeting, Jasmine seconded. Passed unanimously. The meeting adjourned at 10:16pm. Our next meeting will take place at 7pm on April 8, 2019 at 11723 Jaycreek Dr.