

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

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

Minutes

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

Treasurer Report

Scott J. submitted the monthly financial report. As of January 31, 2022, we had \$43,554.07 in total funds. There is \$28,485.85 in the checking account. The money market account has a balance of \$9,497.62 and the 12-month CD has a value of \$5,570.60. We received \$17,847.02 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 \$10,729.

In the past month, the following check was written:

- #1458 to Lakewood Forest Fund for annual administrative fees (\$1800)

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

Administrative Reports

Mail Call

There was nothing in the mail this month.

Civic News Newsletter

Deadline to submit content for publication in the April issue is March 11. We will run articles about Eggstravaganza and the garage sale.

Web Page

The webmaster asked that we keep our events up year-round, even if they have already occurred. This will help show how active the Lakewood Forest community is for outside visitors to the website.

Projects and Events

Scholarship Committee

We have received one entry so far. Students have until March 24 to submit their documents. The judging committee will meet the following week to determine winners.

Curb Painting

Painting will begin in April. The Fund general manager asked if we can include section number painting in the same contract. Lori E. will discuss this with Heidi. LFCA will coordinate but not pay for the section 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. has booked a bouncy house and face painter. She needs a \$50 check as a deposit for the face painter.

Linda indicated it would be useful to have a bullhorn for this event. Jodi C. made a motion to spend the money to purchase a bullhorn. Scott J. seconded the motion and it passed.

Reimbursement

\$259.91 to Linda M. for supplies for Eggstravaganza. Jodi C. made a motion to approve the payment, Lori E. seconded the motion and it passed.

End of Meeting

At 7:35 pm, Scott J. moved to adjourn the meeting. Linda M. seconded the motion and it passed. The next meeting is scheduled for Tuesday, April 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 February 28 2022

Summary

Previous balances	\$ <u>27,507.04</u>
Net change	<u>16,047.03</u>
Current balances	43,554.07
Outstanding checks	<u>-</u>
Current balances per bank statements	<u>\$ 43,554.07</u>

Checking Account xx44

Previous balance	\$ <u>12,438.83</u>
Membership Fees Transfers from Lakewood Forest Fund	\$ 17,847.02
Check 1458 Lakewood Forest Fund Annual Fees	(1,800.00)
Current balance per bank statement	<u>\$ 28,485.85</u>

Money Market Account xx26

Previous balance	\$ 9,497.61
Interest income (rate 0.01%)	<u>0.01</u>
Current balance	<u>\$ 9,497.62</u>

12 Month C.D

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

Lakewood Forest Civic Association, Inc.
2021-2022 Budget to Actuals
As of February 28 2022

	2022 Budget	2022 Actual
Income		
Membership Dues	\$ 21,000	17,847
Membership Dues in Arrears		373
Donations	-	554.95
Interest	-	0.55
Total Income	<u>21,000</u>	<u>18,776</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>	<u>1,800</u>
Total Administrative Expense	<u>6,040</u>	<u>4,644</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>	<u>-</u>
Subtotal Beautification	<u>8,708</u>	<u>-</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	-
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 **19,850** **3,403**

Total Expenses **25,890** **8,047**

Surplus (Deficit) **\$ (4,890)** **\$ 10,729**