

**Lakewood Forest Civic Association  
Board Meeting Minutes  
May 4, 2021**

The monthly meeting of the LFCA was called to order at 7:05 pm by Corresponding Secretary Barbara Ward. Other board members present were: Scott Johnson, Lori Estepp, Mary Blacklock and Linda Musthaler. Jamie MacKeen attended as a guest. Late arrival, Jodi Cole.

Minutes

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

Treasurer Report

Scott J. submitted the monthly financial report. As of April 30, 2021 we had \$36,186.84 in total funds. There is \$21,119.96 in the checking account. The money market account has a balance of \$9,497.53. In comparing our budget to actual expenses to date, we have a positive balance of \$9,466.00.

We received \$792 in membership renewals this month. A total of \$18772 has been received to date this year. Our budget is based on expectations of \$21,000 in income this fiscal year.

In the past month, the following checks were written:

- \$100 to the Lakewood Lightning swim team
- \$441.64 to Jodi Cole for the petting zoo for the egg hunt event
- \$416.67 to Linda Musthaler for egg hunt event expenses

Scott J. made a motion that we pay \$450 to the Lakewood Residents' Club for our annual dues. Lori E. seconded the motion and it was approved.

The treasurer needs to order more checks. We need to return the franchise report. We owe nothing and can do this online.

See Appendix A for Treasurer Report and 2020-2021 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 June issue is May 12. Planned articles include: a list of the scholarship winners, along with their photos, and information about the July parade.

Web Pages

Updates need to be submitted to Heidi.

Reimbursements

- To Linda Musthaler in the amount of \$18.99 for supplies for next year's egg hunt event.

## **Committee Projects and Reports**

### Scholarships

We received seven scholarship applications. A committee met to evaluate the submissions and choose winners. One submission was from a student not in Lakewood Forest. We decided to award scholarships to the remaining 6 students as follows:

- Ayden Bridges, \$1000
- Audrey Brown, \$700
- Blake Schmeling, \$700
- Aeryn Yeiser, \$400
- Rebecca Avant, \$400
- Mikayla Bukenya, \$250

Scott J. made a motion to accept the committee's recommendations for distribution of the scholarships. Lori E. seconded the motion and it passed. Linda M. will attend Cy Creek's student awards ceremony to announce the Cy Creek winners.

### Neighborhood Garage Sale

The spring garage sale was held April 23-25. It seemed to be successful for participants.

### Patriotic Parade

We can host the parade at the LRC. Planning details will be discussed in the June board meeting.

### New Business

Jamie MacKeen was nominated to serve as position 1 board member by Barbara W. Scott J. seconded the nomination and it passed. Welcome to the board of directors, Jamie!

### **End of Business**

Lori E. moved to adjourn the meeting at 7:48 PM and the motion was seconded by Mary B. The next scheduled meeting is Tuesday, June 1 at the Lakewood Forest Fund office.

Appendix A – Documents from Treasurer’s Report

Lakewood Forest Civic Association, Inc.  
Financial Report  
as of April 30,2021

***Summary***

Previous balances	<u>\$ 36,787.20</u>
Net change	(600.36)
Current balances	36,186.84
Outstanding checks	-
Current balances per bank statements	<u>\$ 36,186.84</u>

***Checking Account xx44***

Previous balance	<u>\$ 21,286.27</u>
Membership Renewals Fund Transfers	\$ 792.00
Other Membership Renewals	
Lakewood Lightning	(100.00)
Jodi Cole (advances for Eggstravaganza	(441.64)
Linda Musthaler (reimbursement for	
Eggstravaganza	(416.67)
	-
	-
	<u>\$ 21,119.96</u>
Less Deposits in transit	-
Outstanding Checks	-
<b>Current balance per bank statement</b>	<u>\$ 21,119.96</u>

***Money Market Account xx26***

Previous balance	\$ 9,497.52
Interest income (rate 0.01%)	0.01
Current balance	<u>\$ 9,497.53</u>

***12 Month C.D's***

\*12 Month CD xx72 (Maturity Date 3/27/2020)

Interest Income

Current balance

\$ 5,569.21

\$ 0.14

\$ 5,569.35

## Lakewood Forest Civic Association, Inc. 2019-2021 Budget to Actuals As of April 2021

	2021 Budget	Actual
<b>Income</b>		
Membership Dues	\$ 21,000	18,772
Donations	-	465
Interest	-	0.31
<b>Total Income</b>	<b><u>21,000</u></b>	<b><u>19,237</u></b>

### 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	234
Office Supplies	75	-
Accountant Fees	300	-
Fund Fee	1,800	1,800.00
<b>Total Administrative Expense</b>	<b><u>5,723</u></b>	<b><u>5,664</u></b>

### Project Expenses

Publications		
Directory (printing & binding)	-	-
Directory (postage)	-	-
Newcomer's Guide	-	-
Subtotal Publications	<u>-</u>	<u>-</u>

### Beautification Projects

Curb Numbers	8,000	-
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Miscellaneous Projects	500	-
Yard of the Month (Garden Club)	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 Swimteam	100	100
LRC Camp Sponsorship	150	-
Cypress Creek EMS	125	-
Lakewood Bee Imitative		100
Miscellaneous	500	
Military Care Packages	500	492
Subtotal Donations	<u>6,675</u>	<u>2,492</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	958
Bike Rodeo Event	-	-
LRC Dues - 5 shares	450	-
Subtotal Neighborhood Events	<u>3,100</u>	<u>1,540</u>

<b>Total Project Expenses</b>	<b><u>18,350</u></b>	<b><u>4,107</u></b>
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<b>Total Expenses</b>	<b><u>24,073</u></b>	<b><u>9,771</u></b>
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<b>Surplus (Deficit)</b>	<b><u>\$ (3,073)</u></b>	<b><u>\$ 9,466</u></b>
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