

**Lakewood Forest Civic Association
Board Meeting Minutes – July 5, 2022**

The monthly meeting of the LFCA was called to order at 7:02 pm by president Jodi Cole. Other board members present were Mary Blacklock, Barbara Ward, Jamie MacKeen, Scott Johnson, and Linda Musthaler.

Minutes

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

Treasurer Report

Scott J. provided the monthly financial report. As of June 30, 2022, we had \$35,126.83 in total funds. There is \$20,057.87 in the checking account. The money market account has a balance of \$9,497.67 and the 12-month CD has a value of \$5,571.29. We received \$175 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 \$1,751. We wrote 7 checks during the month for a total of \$1,339.87.

In the past month, the following checks were written:

Check 1468 Barbara Ward	\$ (4.86)
Check 1470 Linda Musthaler	(40.00)
Check 1471 Lakewood Resident's Club	(450.00)
Check 1472 Lakewood Forest Fund	(500.00)
Check 1473 Lori Estepp	(100.29)
Check 1474 Jodi Cole	(94.72)
Check 1475 Lakewood Residents' club	(150.00)

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.

Webpage

Linda M. now has administrative rights to make updates to the Fund website so we can post our own content.

Projects and Events

Scholarship Committee

The treasurer wrote the checks to send funds to the schools. One student hasn't responded for follow-up on her school.

National Night Out

Jodi will try to reserve the pavilion at Russ Poppe Family Park on Grant Road on October 8 or October 1. She has already submitted a request to have constables there.

Fall Garage Sale

The weekend of November 11-13 has been chosen.

Children's Clothing Exchange

Jamie M. has proposed that LFCA host a children's clothing exchange before the start of school. She will try to reserve the pavilion at Russ Poppe Park some time in August.

Lakewood Forest 50th Anniversary Event

This was hosted in June by the HOA and about 200 people attended. LFCA contributed \$500 toward the event, which was held outside at the Lakewood Residents' Club.

Patriotic Parade

About 200 people attended the annual parade. Linda M. made a motion that the 2023 event be something other than a parade. Scott J. seconded the motion and it passed. A check for \$200 was written to Forrest Martino for the band.

Reimbursements

\$32.19 to Linda M. for water for the parade. \$51.60 to Barbara W. for postcards for the parade. \$17.21 to Mary B. for ice for the parade.

End of Meeting

At 8:23 pm, Jamie M.. moved to adjourn the meeting. Mary B. seconded the motion and it passed. The next meeting is scheduled for Tuesday, August 2 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 June 30, 2022**

Summary

Previous balances	<u>\$ 36,071.55</u>
Net change	<u>(944.72)</u>
Current balances	35,126.83
Outstanding checks	<u>-</u>
Current balances per bank statements	<u>\$ 35,126.83</u>

Checking Account xx44

Previous balance	<u>\$ 21,002.74</u>
Refund from Texas Sec of State	\$ 70.00
Membership Fees Transfers from Lakewood Forest Fund	\$ 175.00
Check 1468 Barbara Ward	\$ (4.86)
Check 1470 Linda Musthaler	(40.00)
Check 1471 Lakewood Resident's Club	(450.00)
Check 1472 Lakewood Forest Fund	(500.00)
Check 1473 Lori Estepp	(100.29)
Check 1474 Jodi Cole	(94.72)
Check 1475 Lakewood Resident's club	(150.00)
Less Outstanding Check 1475	150.00

Current balance per bank statement **\$ 20,057.87**

Money Market Account xx26

Previous balance	\$ 9,497.66
Interest income (rate 0.01%)	<u>0.01</u>
Current balance	<u>\$ 9,497.67</u>

12 Month C.D

*12 Month CD xx72 (Maturity Date 3/27/2022)	\$ 5,571.15
Interest Income	<u>\$ 0.14</u>
Current balance	<u>\$ 5,571.29</u>

Lakewood Forest Civic Association, Inc.

2021-2022 Budget to Actuals

As of June 30 2022

	2022	2022
	Budget	Actual
Income		
Membership Dues	\$ 21,000	19,691
Membership Dues in Arrears		373
Donations	-	1,154.95
Interest	<u>-</u>	<u>0.55</u>
Total Income	<u>21,000</u>	<u>21,220</u>

Administrative Expense

Directors' Liability Insurance	2,023	755
Treasurer's Indemnity Insurance	358	358
Financial Review	-	300
Storage Unit (Lakewood Mini)	1,249	1,344
Post Office Box (Parcel Plus)	235	249
Office Supplies	75	12
Taxes and State Fees		5
Accountant Fees	300	-
Fund Fee	<u>1,800</u>	<u>1,800.00</u>
Total Administrative Expense	<u>6,040</u>	<u>4,823</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	7,942
Miscellaneous Projects	500	-
Yard of the Month (Garden Club)	<u>150</u>	<u>-</u>
Subtotal Beautification	<u>8,708</u>	<u>7,942</u>

Donations

Scholarship Award Program	3,500	
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School Donations	1,800	1,800
Hurricane Harvey Donation-LFF	-	-
Lakewood Lightning Swim Team	100	100
LRC Camp Sponsorship	150	-
Cypress Creek EMS	125	-
Lakewood Bee Initiative		
Miscellaneous	500	
Military Care Packages	<u>500</u>	<u>219</u>
Subtotal Donations	<u>6,675</u>	<u>2,119</u>
Neighborhood Events		
Fourth of July Parade	750	345
Neighborhood Night Out	1,117	1,384
Community-Wide Garage Sale	250	-
LRC Luau	-	-
Lakewood 50th Anniversary Party	-	500
Christmas Event	400	400
Easter Event	1,500	1,506
Bike Rodeo Event	-	-
LRC Dues - 5 shares	<u>450</u>	<u>450</u>
Subtotal Neighborhood Events	<u>4,467</u>	<u>4,585</u>
		-
Total Project Expenses	<u>19,850</u>	<u>14,646</u>
Total Expenses	<u>25,890</u>	<u>19,469</u>
Surplus (Deficit)	<u>\$ (4,890)</u>	<u>\$ 1,751</u>

