

**Woodley Park Community Association Executive Committee Meeting
November 9, 2016**

Committee Members Present:

Carolyn Abbey
Jeff Myers
Warren Gorlick
Gasper Martinez
John Goodman
Barbara Ioanes
Mark Jacobson
Katie MacFarlane
Melissa Maxman

Meeting began at 7:35pm.

1. Approval of Agenda – The agenda was accepted.
2. Approval of Minutes – Minutes of the October 5, 2016 executive board meeting, and October 26, 2016 membership meeting were approved.
3. Report from Treasurer – The Treasurer’s report was accepted. Gasper also provided a presentation of the overall WPCA budget, including projections on what the WPCA reserves will likely be at the end of the year.
4. Update from ANC, Mayor’s Office and DC Council members (please add: “No representatives attended. Carolyn reported that she recently met with Phil Thomas, the Mayor’s Ward 3 liaison, to discuss continuing efforts to work together on issues that are important to the Woodley Park community.”)
5. WPCA committees, task forces, subcommittees (Re-evaluate structure/organization and purpose/responsibilities of each committee).
 - A motion was made to reinvigorate the bylaws committee as an ad hoc WPCA community. It was agreed that members will be expressly invited to join the committee, and that the committee would determine its leadership.
 - Jeff proposed the following permanent committees: i) health, safety and transportation; ii) community engagement and membership; iii) JBG; iv) planning and zoning; and v) a school, library and zoo committee. In addition, it was noted that an ad hoc bylaws committee had also been formed.
 - Carolyn noted that issues relating to JBG should all be within that committee, given the sensitivity, even if overlap with other committees such as planning and zoning.
 - Jeff raised proposals for reviewing the existing criteria for WPCA membership. It was agreed that the community engagement and membership committee would

review the criteria and report back with recommendations to the WPCA.

- Jeff requested that within two weeks, each committee will call a meeting and determine leadership.
- It was agreed that Carolyn will circulate a communication to the full membership noting her new leadership of the WPCA, and inviting members to join the newly established committees.

6. JBG Update -- With respect to the JBG committee, Jeff reported that the next meeting will occur on Nov. 20, and meetings will likely take place on an approximately monthly basis. Jeff volunteered that he would be willing to continue to lead the committee, subject to the will of the JBG committee members. With respect to substantive developments, JBG may submit a new proposal shortly, and seek to have an ANC3C planning and zoning committee presentation on a new proposed development in early December.
7. Website – Katie reported good progress in establishing the JBG-oriented website, which will also assist in membership issues. Katie anticipates that by the new year the new website will be able to go live. The community engagement and outreach committee was asked to consider the issue of how the website could be further updated.
8. Review of books- Jeff Myers and Bill Kummings were appointed to review the Treasurer’s books and records of the WPCA.
9. Membership/Community Outreach/ Business Improvement District (BID) – Discussed above as part of the discussion of membership committees.
10. Holiday Party – Carolyn indicated that she has reached out to the Marriott Hotel about a possible date for the party.
11. Acorn- It was agreed that the focus for the time being would be to focus on enhancing the WPCA website and other automated means of communication.
12. The meeting adjourned at 9:20 pm.

Woodley Park Community Association
 Treasurer Report For the Period of October 1 through October 31
 Submitted for Consideration on November 8, 2016

Account	Balances as of 10/31/2016	Balances as of 09/30/2016	Net Change	Major Notes
Bank of America Checking - 2797 (Main)	9,905	10,585	(681)	3 checks written; \$100 transferred to JBG fund
Bank of America Savings - 8372	18,049	17,899	150	3 membership donations
Bank of America Checking - 4102 (JBG)	3,869	3,549	320	2 JBG donations (\$100, \$20); \$100 transferred from JBG donation made in prior month
Bank of America CD - 3296	14,055	14,054	0	minor interest earned
PayPal	300	43	257	8 membership donations totaling \$265 less \$8 in paypal fees
Total Balances	46,178	46,131	47	

Checks Written To:

<u>Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Purpose</u>
Barbara Ioanes	31-Oct \$95.18	1240	flowers reimbursement for Adrienne
Peter Brusoe	31-Oct \$285.53	1243	copies
2nd District CAC	11-Oct \$200.00	1244	Dinner

Call Box Financial Snapshot

Total Received	12,015	
Total Received but not deposited	-	
Total Pledged	250	Morais Donation
Total Spent	7,225	
Total Obligated	7,745	\$135 reimbursement to Judy for paint and brushes; balance owed to Gelberg
Gap/Amount to be funded by WPCA General Funds	(2,705)	To be capped per March 10th meeting at \$3,500 (incorrectly listed at \$3K on prior reports)

JBG Response Financial Snapshot

Total Received	\$769	in the JBG account
Total Received but not deposited	\$50	check from Gawronski
Total Pledged	-	
Total Spent	-	
Total Obligated	1,097	Estimated cost of Venice Web Design; \$698.40 paid out in November
Additionally Obligated	-	
Gap/Amount to be funded by WPCA General Funds	(278)	

Woodley Park Community Association
 Budget Vs. Actuals - FY 2016
 As of October 31, 2016

	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Total	FY 2016 Approved Budget	FY 2016 Budget Remaining	FY 2016 Current Forecast	FY 2016 Forecast Remaining
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actual				
Revenue															
Sales	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest income	1	1	1	-	-	1	1	1	1	-	7	10	3	10	3
Partner Contributions	-	-	-	250	-	-	-	-	-	-	250	240	(10)	250	-
Major Gifts/Bequests	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restricted Contributions (Call Box)	-	3,500	2,125	250	500	-	-	-	-	-	6,375	5,625	(750)	6,625	250
Restricted Contributions (JBG Response)	-	-	-	-	-	-	-	-	649	120	769	-	(769)	819	50
Membership Donations	25	1,200	395	1,155	155	735	595	397	45	415	5,117	6,000	883	6,000	883
Total Revenue	26	4,701	2,521	1,655	655	736	596	398	695	535	12,518	11,875	(643)	13,704	1,186
Expenses															
Acorn	-	-	-	-	-	-	-	-	-	-	-	3,216	3,216	1,608	1,608
Summer Picnic	-	-	-	-	-	1,375	-	-	-	-	1,375	2,000	625	1,375	0
Call Box	-	-	-	500	-	-	-	-	-	-	500	7,805	7,305	8,245	7,745
Holiday Party	-	-	-	-	-	-	-	-	-	-	-	200	200	200	200
Wild Apricot	-	-	-	-	-	-	-	-	-	-	-	420	420	420	420
Spring clean-up day	-	-	-	-	387	600	-	-	-	-	987	1,000	13	987	-
Copies	-	-	-	-	416	-	-	-	-	-	416	200	(216)	416	-
Other Events	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Paypal Fees	1	29	9	17	5	11	10	6	2	8	98	70	(28)	120	22
Membership (postage)	-	-	-	-	-	-	-	-	-	-	-	25	25	-	-
Flyer Distribution	-	-	-	-	-	-	-	-	120	-	120	-	(120)	120	-
Mailbox (keys, other)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Membership dues, DC registration	-	-	-	-	-	-	-	-	-	-	-	200	200	200	200
Insurance (D&O, Liability, Fidelity, E&O)	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	-	-
Miscellaneous contributions and gifts	-	-	-	-	-	44	-	-	-	95	139	400	261	400	261
Donations to other organizations	-	-	-	-	-	-	250	-	150	200	600	-	(600)	600	-
Internet hosting expenses	-	-	-	56	-	-	-	-	-	-	56	7	(49)	56	-
Contingency Costs/Miscellaneous	-	-	60	100	-	-	-	-	-	-	160	100	(60)	200	40
Printing	-	-	-	-	-	-	-	-	-	286	286	-	(286)	286	-
JBG Response	-	-	-	-	-	-	-	-	-	-	-	-	-	1,097	1,097
Reporting Discrepancy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	1	29	69	673	808	2,030	260	6	272	589	4,736	18,143	13,407	16,329	11,594
Operating Income (Loss)	25	4,672	2,452	982	(153)	(1,294)	336	392	424	(54)	7,782	(6,268)		(2,625)	
Beginning Fund Balance	38,295	38,320	42,992	45,444	46,426	46,273	44,980	45,316	45,708	46,131	38,295	38,295		38,295	
Ending Fund Balance	38,320	42,992	45,444	46,426	46,273	44,980	45,316	45,708	46,131	46,077	46,077	32,027		35,670	