

**Woodley Park Community Association Executive Committee Meeting  
September 7, 2016**

**Present:**

Peter Brusoe  
Warren Gorlick  
John Goodman  
Barbara Ioanes  
Bill Kummings  
Jessica Wasserman

Meeting began at 7:00 pm.

1. Approval of Agenda – The agenda was accepted.
2. Minutes Update – Minutes of the August 17, 2106 meeting were approved.
3. Report from Treasurer – The Treasurer’s report was accepted.
4. Opposition to 2632 Garfield addition. A short discussion regarding the proposed rear addition of a Woodley Park property was held. Peter then presented the following motion regarding the Garfield Street property that was adopted unanimously:

*The Executive Committee of the Woodley Park Community Association urges HPRB to reject the proposed rear addition at 2632 Garfield St NW (#16-544) because the size and massing are incompatible with the historic district and because it would disrupt the rear sightline.*

5. Approval of HD guidelines for distribution to the community. Barbara introduced the guidelines which were substantially revised from the earlier draft that had been distributed to the Board and the WPCA membership. Peter submitted a motion that the guidelines be distributed to the WPCA membership by email and to residents of the Woodley Park Historic District by physical delivery, as well as on the WPCA website, which was passed unanimously.
6. Approval of contract for our JBG PUD opposition website – Katie MacFarlane introduced the topic. The total of the contract, which would include website design and a year of hosting, would be \$1,045, which would be paid in two parts, the initial part on signing. Bill proposed a motion to spend up to \$1,500, subject to final approval by Gasper. The motion was approved unanimously.
7. Other issues that did not require a quorum:
  - a. Peter discussed the possible articles to be included in an issue of the Acorn to be distributed prior to the Fall membership meeting [*Secretary’s note: it was decided after the meeting not to go forward with the Acorn publication.*]
  - b. update from election committee – There is a vacancy on the Board. It was determined not to appoint someone at this time.

- c. Barbara reported that the insert plaques have not been completed and their delay is holding up completion of the project. It was decided that Peter would communicate with our Contractor.
- d. Peter mentioned the important September 22 meeting which WPCA is co-sponsoring with the CPCA related to the Beach Drive reconstruction project and other traffic issues.
- e. Update from the bylaws committee – the bylaws committee has determined to postpone its work given the press of other business, but the committee remains operational.
- f. updates from elected officials – Megan Brown from CM Cheh’s office and ANC Com. Reba presented brief reports. Com. Reba brought up the graffiti on the CVS wall and the problem of reaching out to the owner of the building.
- g. A local Woodley Park resident, Zachary Israel discussed various impacts from the National Zoo on Hawthorne Street. It was proposed that parking issues might be a topic for the October membership meeting, and that a discussion with the National Zoo Director regarding Zachary’s concerns should be held in the near future.
- h. Finally, Peter stated that the next Executive meeting will be on the second Wednesday in October. *[Secretary’s note: That has since been changed to the first Wednesday in October.]*

Meeting adjourned at 8:02 pm.

Woodley Park Community Association  
 Treasurer Report For the Period of August 1 through August 31  
 Submitted for Consideration on September 2, 2016

| Account                         | Balances as of 08/31/2016 | Balances as of 07/31/2016 | Net Change | Major Notes  |
|---------------------------------|---------------------------|---------------------------|------------|--|
| Bank of America Checking - 2797 | 13,755                    | 13,238                    | 517        | \$517 transferred from Paypal  |
| Bank of America Savings - 8372  | 17,899                    | 17,663                    | 235        | \$235 deposited (5 total donations); \$0.30 interest earned                |
| Bank of America CD - 3296       | 14,054                    | 14,053                    | 0          | minor interest   |
| PayPal                          | -                         | 361                       | (361)      | \$162 donated less \$6 in fees; \$517 transferred to main checking account |
| <b>Total Balances</b>           | <b>45,708</b>             | <b>45,316</b>             | <b>392</b> |  |

Checks Written To: Date      Amount      Check #      Purpose  
 NO CHECKS WRITTEN/CASHED

Call Box Financial Snapshot

|  |                |  |
|--|----------------|--|
| Total Received                                       | 12,015         |  |
| Total Received but not deposited                     | -              |  |
| Total Pledged  | 250            | Morais Family  |
| Total Spent  | 7,225          |  |
| Total Obligated                                      | 6,225          |  |
| Additionally Obligated                               | 1,160          | Cost of longer lasting plaques   |
| <b>Gap/Amount to be funded by WPCA General Funds</b> | <b>(2,345)</b> | To be capped per March 10th meeting at \$3,500 (incorrectly listed at \$3K on prior reports) |

JBG Response Financial Snapshot

|  |                |                                    |
|--|----------------|------------------------------------|
| Total Received                                       | -              |                                    |
| Total Received but not deposited                     | -              |                                    |
| Total Pledged  | -              |                                    |
| Total Spent  | -              |                                    |
| Total Obligated                                      | 1,000          | Print materials; potential website |
| Additionally Obligated                               | -              |                                    |
| <b>Gap/Amount to be funded by WPCA General Funds</b> | <b>(1,000)</b> |                                    |

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

|   | Jan-16        | Feb-16        | Mar-16        | Apr-16        | May-16        | Jun-16         | Jul-16        | Aug-16        | Total         | FY 2016<br>Approved<br>Budget | FY 2016<br>Budget<br>Remaining | FY 2016<br>Current<br>Forecast | FY 2016<br>Forecast<br>Remaining |
|---|---------------|---------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|-------------------------------|--------------------------------|--------------------------------|----------------------------------|
|   | Actuals       | Actuals       | Actuals       | Actuals       |               |                |               |               | Actual        |                               |                                |                                |                                  |
| <b>Revenue</b>                            |               |               |               |               |               |                |               |               |               |                               |                                |                                |                                  |
| Sales                                     | -             | -             | -             | -             | -             | -              | -             | -             | -             | -                             | -                              | -                              | -                                |
| Interest income                           | 1             | 1             | 1             | -             | -             | 1              | 1             | 1             | 6             | 10                            | 4                              | 8                              | 2                                |
| 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)   | -             | -             | -             | -             | -             | -              | -             | -             | -             | -                             | -                              | -                              | -                                |
| Membership Donations                      | 25            | 1,200         | 395           | 1,155         | 155           | 735            | 595           | 397           | 4,657         | 6,000                         | 1,343                          | 6,000                          | 1,343                            |
| <b>Total Revenue</b>                      | <b>26</b>     | <b>4,701</b>  | <b>2,521</b>  | <b>1,655</b>  | <b>655</b>    | <b>736</b>     | <b>596</b>    | <b>398</b>    | <b>11,288</b> | <b>11,875</b>                 | <b>587</b>                     | <b>12,883</b>                  | <b>1,595</b>                     |
| <b>Expenses</b>                           |               |               |               |               |               |                |               |               |               |                               |                                |                                |                                  |
| Acorn                                     | -             | -             | -             | -             | -             | -              | -             | -             | -             | 3,216                         | 3,216                          | 1,608                          | 1,608                            |
| Summer Picnic                             | -             | -             | -             | -             | -             | 1,375          | -             | -             | 1,375         | 2,000                         | 625                            | 1,415                          | 40                               |
| Call Box                                  | -             | -             | -             | 500           | -             | -              | -             | -             | 500           | 7,805                         | 7,305                          | 7,805                          | 7,305                            |
| 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             | 88            | 70                            | (18)                           | 150                            | 62                               |
| Membership (postage, possible software)   | -             | -             | -             | -             | -             | -              | -             | -             | -             | 25                            | 25                             | 25                             | 25                               |
| Mailbox (keys, other)                     | -             | -             | -             | -             | -             | -              | -             | -             | -             | -                             | -                              | -                              | -                                |
| Membership dues, DC registration          | -             | -             | -             | -             | -             | -              | -             | -             | -             | 200                           | 200                            | 200                            | 200                              |
| Insurance (D&O, Liability, Fidelity, E&O) | -             | -             | -             | -             | -             | -              | -             | -             | -             | 2,500                         | 2,500                          | 2,500                          | 2,500                            |
| Miscellaneous contributions and gifts     | -             | -             | -             | -             | -             | 44             | -             | -             | 44            | 400                           | 356                            | 400                            | 356                              |
| Donations to other organizations          | -             | -             | -             | -             | -             | -              | 250           | -             | 250           | -                             | (250)                          | 250                            | -                                |
| Internet hosting expenses                 | -             | -             | -             | 56            | -             | -              | -             | -             | 56            | 7                             | (49)                           | 56                             | -                                |
| Contingency Costs/Miscellaneous           | -             | -             | 60            | 100           | -             | -              | -             | -             | 160           | 100                           | (60)                           | 200                            | 40                               |
| JBG Response                              | -             | -             | -             | -             | -             | -              | -             | -             | -             | -                             | -                              | 1,000                          | 1,000                            |
| Reporting Discrepancy                     | -             | -             | -             | -             | -             | -              | -             | -             | -             | -                             | -                              | -                              | -                                |
| <b>Total Expenses</b>                     | <b>1</b>      | <b>29</b>     | <b>69</b>     | <b>673</b>    | <b>808</b>    | <b>2,030</b>   | <b>260</b>    | <b>6</b>      | <b>3,875</b>  | <b>18,143</b>                 | <b>14,268</b>                  | <b>17,631</b>                  | <b>13,756</b>                    |
| <b>Operating Income (Loss)</b>            | <b>25</b>     | <b>4,672</b>  | <b>2,452</b>  | <b>982</b>    | <b>(153)</b>  | <b>(1,294)</b> | <b>336</b>    | <b>392</b>    | <b>7,413</b>  | <b>(6,268)</b>                |                                | <b>(4,748)</b>                 |                                  |
| <b>Beginning Fund Balance</b>             | <b>38,295</b> | <b>38,320</b> | <b>42,992</b> | <b>45,444</b> | <b>46,426</b> | <b>46,273</b>  | <b>44,980</b> | <b>45,316</b> | <b>38,295</b> | <b>38,295</b>                 |                                | <b>38,295</b>                  |                                  |
| <b>Ending Fund Balance</b>                | <b>38,320</b> | <b>42,992</b> | <b>45,444</b> | <b>46,426</b> | <b>46,273</b> | <b>44,980</b>  | <b>45,316</b> | <b>45,708</b> | <b>45,708</b> | <b>32,027</b>                 |                                | <b>33,547</b>                  |                                  |