

**Woodley Park Community Association Executive Committee Meeting
January 9, 2017**

Committee Members Present:

Carolyn Abbey
Warren Gorlick
Gasper Magallanes
Peter Brusoe
John Goodman
Barbara Ioanes
Bill Kummings
Mark Jacobson
Melissa Maxman

Meeting began at 7:36pm.

1. Acceptance of Agenda – Agenda was accepted.
2. Approval of Minutes from December 8, 2016 Executive Committee Meeting – Minutes were approved.
3. Presentation of revised plans for 2649 Conn. Ave by property owner – The new owner, Chris Martin stated that he intends to rent the lower floor space for restaurant/bar use, and rent the upper floors as two rental units for habitation. The owner provided a presentation noting that he was seeking to revise the previously approved plans, noting 4 critical changes in the design proposal:
 - elimination of the penthouse, reducing overall height;
 - scaling back the depth of the 2nd and 3rd floors so that there is less protrusion toward the alleyway;
 - moving the staircase from the rear of the building that would have emptied on the alleyway to an internal staircase that will not have direct access to the alley; and
 - moving the back balcony to a place on the side of the building, eliminating protrusion of the balcony.

Various Board members and members of the community asked questions, including how the construction process would work and how deliveries would be made. No action was required.

4. Review and vote on approval of 2017 budget. – Gasper presented the budget. An extensive discussion ensued relating to the proposed expenditure for insurance coverage (director's and officer's insurance, as well as the possibility of liability insurance). The budget was approved, with the express caveat that the amount budgeted for insurance was not an actual authorization to spend that amount, and that a separate vote would be taken at a later date if there is an actual proposal to purchase a specific insurance policy or policies.
5. Vote on whether or not to sponsor an amendment to the Wardman Tower landmark nomination to include the lobby and gate posts (including covering the cost). – The Board received a proposal to prepare a nomination for \$3,000. The Board moved to sponsor the nomination of the lobby and gate posts, but determined not to pay for the preparation of the nomination.
6. JBG Update (including status of website) – It was noted that the website is still not finished, notwithstanding the \$600 that has already been paid to the vendor. It was reported that it is a high priority of the vendor and the WPCA Board members who are working on it.
7. Community Events (comments on Holiday Party, future "Meet Your Neighbors Nights", etc.). – Carolyn reported that the next community event would be at Open City on February 7. It was suggested that an effort be made to sign-up new members at these events.
8. Neighborhood Improvements (including installing bike racks and a bike share station and other recommended improvements). Peter noted the possibility of additional bike share stations in the community. Peter volunteered to research this more fully. Peter noted an additional concern with graffiti. Finally, Peter noted that during Zoo Lights in December, there was an increase in trash. It was agreed that the WPCA would request more routine maintenance of the trash cans. A community member noted that there are more general issues with trash collection, and encouraged any WPCA member to report full trash

cans to the District.

9. Update from ANC, Mayor's Office and DC Council members (if present) – Commissioner Lee Brian Reba reported on the trash issue that Peter had raised, as well as recent auto thefts. Commissioner Gwen Bole reported that the next ANC meeting will be on January 17. She noted that there is currently pending a BZA special exception application to enclose the rear porch of a non-conforming house in the historic district.
10. Membership Update – Postponed, though Mark noted certain apps that could be used to communicate with members of the community who may not be WPCA members.
11. Adjournment occurred at 9:07pm.

Woodley Park Community Association
 Treasurer Report For the Period of December 1 through December 31
 Submitted for Consideration on January 9, 2017

Account	Balances as of 12/31/2016	Balances as of 11/30/2016	Net Change	Major Notes
Bank of America Checking - 2797 (Main)	5,720	1,721	3,999	1 check written for \$200; paypal transfer in of \$198.77; \$4,000 transfer from savings
Bank of America Savings - 8372	14,050	18,050	(4,000)	minor interest earned; \$4K transfer to main checking
Bank of America Checking - 4102 (JBG)	3,919	3,919	-	
Bank of America CD - 3296	14,056	14,055	0	minor interest earned
PayPal	384	199	185	Transfer of \$198.77 to main account; 7 donations totalling \$395
Total Balances	38,128	37,944	185	

<u>Checks Written To:</u>	<u>Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Purpose</u>
Jeff Myers	23-Dec	\$200.00	1247	reimbursement of holiday party tips

FINAL Call Box Financial Snapshot

Total Received	12,015
Total Received but not deposited	- No balance outstanding
Total Pledged	- No balance outstanding
Total Spent	14,970
Total Obligated	- No balance outstanding
Gap/Amount funded by WPCA General funds	(2,955)

JBG Response Financial Snapshot

Total Received	\$919	in the JBG account
Total Received but not deposited	-	
Total Pledged	-	
Total Spent	698	
Total Obligated	398	balance due to Venice Web Design
Additionally Obligated	-	
Gap/Amount to be funded by WPCA General Funds	(178)	

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

	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Total	FY 2016 Approved Budget	FY 2016 Current Forecast	FY 2016 Forecast Remaining
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actual			
Revenue																
Sales	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest income	1	1	1	-	-	1	1	1	1	-	1	1	9	10	9	-
Partner Contributions	-	-	-	250	-	-	-	-	-	-	-	-	250	240	250	-
Major Gifts/Bequests	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restricted Contributions (Call Box)	-	3,500	2,125	250	500	-	-	-	-	-	-	-	6,375	5,625	6,375	-
Restricted Contributions (JBG Response)	-	-	-	-	-	-	-	-	649	220	50	-	919	-	919	-
Membership Donations	25	1,200	395	1,155	155	735	595	397	45	415	206	395	5,718	6,000	5,718	-
Total Revenue	26	4,701	2,521	1,655	655	736	596	398	695	635	257	396	13,271	11,875	13,271	-
Expenses																
Acorn	-	-	-	-	-	-	-	-	-	-	-	-	-	3,216	-	-
Summer Picnic	-	-	-	-	-	1,375	-	-	-	-	-	-	1,375	2,000	1,375	-
Call Box	-	-	-	500	-	-	-	-	-	-	7,745	-	8,245	7,805	8,245	-
Holiday Party	-	-	-	-	-	-	-	-	-	-	-	200	200	200	200	-
Wild Apricot	-	-	-	-	-	-	-	-	-	-	-	-	-	420	-	-
Spring clean-up day	-	-	-	-	387	600	-	-	-	-	-	-	987	1,000	987	-
Copies	-	-	-	-	416	-	-	-	-	-	-	-	416	200	416	-
Other Events	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Paypal Fees	1	29	9	17	5	11	10	6	2	8	7	11	116	70	116	-
Membership (postage)	-	-	-	-	-	-	-	-	-	-	-	-	-	25	-	-
Flyer Distribution	-	-	-	-	-	-	-	-	120	-	-	-	120	-	120	-
Mailbox (keys, other)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Membership dues, DC registration	-	-	-	-	-	-	-	-	-	-	-	-	-	200	-	-
Insurance (D&O, Liability, Fidelity, E&O)	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500	-	-
Miscellaneous contributions and gifts	-	-	-	-	-	44	-	-	-	95	-	-	139	400	139	-
Donations to other organizations	-	-	-	-	-	-	250	-	150	200	-	-	600	-	600	-
Internet hosting expenses	-	-	-	56	-	-	-	-	-	-	-	-	56	7	56	-
Contingency Costs/Miscellaneous	-	-	60	100	-	-	-	-	-	-	40	-	200	100	200	-
Printing	-	-	-	-	-	-	-	-	-	286	-	-	286	-	286	-
JBG Response	-	-	-	-	-	-	-	-	-	-	698	-	698	-	698	-
Reporting Discrepancy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	1	29	69	673	808	2,030	260	6	272	589	8,491	211	13,437	18,143	13,437	-
Operating Income (Loss)	25	4,672	2,452	982	(153)	(1,294)	336	392	424	46	(8,234)	185	(167)	(6,268)	(167)	-
Beginning Fund Balance	38,295	38,320	42,992	45,444	46,426	46,273	44,980	45,316	45,708	46,131	46,177	37,944	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	46,177	37,944	38,128	38,128	32,027	38,128	-

Woodley Park Community Association
Proposed FY 2017 Budget
Submitted for Consideration on 1/9/2017

	FY 2016 Approved Budget	FY 2016 Actuals	FY 2017 Proposed Budget as of 12/5	FY 2017 Proposed Budget as of 1/9	FY 2017 Notes & Assumptions
Revenue					
Sales	-	-	-	-	no Acorn ad sales anticipated
Interest income	10	9	10	10	based on monthly and CD interest trends
Partner Contributions	240	250	250	250	Contribution from Normanstone for clean up day
Major Gifts/Bequests	-	-	-	-	
Restricted Contributions (Call Box)	5,625	6,375	-	-	
Restricted Contributions (JBG Response)	-	919	3,000	3,000	to offset any expenses; budget neutral
Membership Donations	6,000	5,718	6,000	6,000	based on prior year trend
Total Revenue	11,875	13,271	9,260	9,260	
Expenses					
Acorn	3,216	-	3,000	3,000	2 issues/tbd
Summer Picnic	2,000	1,375	1,500	1,500	based on prior year trend
Membership Recruitment	-	-	2,000	2,000	set aside for website or other recruitment costs
Call Box	7,805	8,245	-	-	
Holiday Party	200	200	200	220	
Wild Apricot	420	-	720	720	\$60/month
Spring clean-up day	1,000	987	1,000	1,000	based on prior year trend
Copies	200	416	500	500	based on prior year trend
Other Events	-	-	-	-	
Paypal Fees	70	116	150	150	based on prior year trend
Membership (postage)	25	-	-	-	
Flyer Distribution	-	120	150	150	based on prior year trend
Mailbox (keys, other)	-	-	50	50	
Memberhip dues, DC registration	200	-	200	200	
Insurance (D&O, Liability, Fidelity, E&O)	2,500	-	2,500	2,500	estimated
Miscellaneous contributions and gifts	400	139	150	150	
Donations to other organizations	-	600	500	500	
Internet hosting expenses	7	56	50	50	
Contingency Costs/Miscellaneous	100	200	250	250	
Printing	-	286	300	300	
JBG Response	-	698	3,000	3,398	to offset any contributions; budget neutral
Total Expenses	18,143	13,437	13,220	13,638	
Operating Income (Loss)	(6,268)	(167)	(3,960)	(4,378)	
Beginning Fund Balance	38,295	38,295	38,128	38,128	
Ending Fund Balance	32,027	38,128	34,168	33,750	