

**WPCA Executive Committee
Meeting Minutes
February 2, 2021
7:30PM**

Committee Members Present (by videoconference arrangement):

Carolyn Abbey
Peter Brusoe
John Goodman
Warren Gorlick
Barbara Ioanes
Melissa Maxman
Courtney Tolbert
Stephanie Zobay

1. Establishment of quorum/confirming everyone can hear/see
2. Consent items:
 - a. Acceptance of agenda – The agenda was accepted.
 - b. Treasurer's Report – The Board accepted the Treasurer report from January.
 - c. Minutes – The January minutes were approved.
3. Introductions
 - a. De'Andre Anderson WPMS – Absent.
 - b. Beau Finley ANC3C Chair – Com. Finley introduced himself. Finley stated he desired “robust engagement” with the entire community and to make processes more transparent. An ANC committee to review processes and transparency has been created, and that is open to the public to join. A discussion ensued about the upcoming redistricting of the ANCs.
 - c. ANC3C Reps – Com. Reba (3C01) introduced himself and spoke to the redistricting issue. Com. Fink (3C02) introduced himself and said he was excited to work with the WPCA and the community. Com. Pagats (3C03) introduced herself and noted her desire to work with the community.
4. Old business
 - a. Comp Plan (John) – John indicated his focus was to get language in the Comp Plan that would seek to ensure a comprehensive review and planning process for any redevelopment of the hotel properties. Com. Fink expressed a concern that the language in the Comp Plan should not “box” the redevelopment into a particular approach or unduly limit retail establishments.
 - b. Update on Restaurants (Peter) – Peter noted a promising restaurant opening up in the WP area. Notwithstanding that one positive note, Courtney stated that there are at least four recently closed and now vacant storefronts in WP that had been occupied by restaurants and coffee shops, and that some other local restaurants may also be in trouble. In order to support the WP restaurants, various Board members requested that John include the phone numbers of local restaurants in his weekly update to the community so that residents can order directly from the WP restaurants rather than through apps that take a 20-30% cut of the order.
 - c. Zoo Updates (Carolyn) – Carolyn provided an update. Questions were raised about the possible return of the pandas to China, and when the Zoo will resume public visits on a timed entry system. Carolyn will check with Zoo officials about their reopening plans.
 - d. Shred Day update (Peter/Stephanie) – Peter provided an update for the June 26 event at the Maret School.

- e. Audit update (Peter/Barbara) – Peter reported that the audit indicated no issues.
 - f. 2021 Budget (Stephanie) – The Board approved the budget as revised.
 - g. IRS Updates – Courtney informed the Board that she had sent acknowledgement letters to those who had donated \$250 or more. Courtney and John will work out more specific procedures for sending such letters going forward.
 - h. Gourmand Patio – John noted that the Board had decided not to object to the proposed liquor patio hours for the new restaurant, but some local residents subsequently submitted letters to the WPCA stating that 1 am on weekends was too late. It was agreed that the WPCA should help arrange a meeting with WPMS to share concerns raised by the local residents.
 - i. Website (Katie) – Katie submitted an update by email before the meeting indicating progress is being made.
5. New business
- a. Insurance – Stephanie noted that she will pay the insurance premium that is due.
 - b. Wardman Park Hotel bankruptcy – John updated earlier in the meeting. No further updates.
 - c. Call to fill vacancies – Deferred to next meeting, but there was a general view that the Board should fill at least one of the vacancies.
 - d. Spring 2021 membership meeting – Various possibilities were raised for speakers at our Spring meeting. Melissa and Com. Fink will reach out to various possibilities for speakers.
6. Updates from Mayor's office, Council, ANC – It was also agreed that Melissa would reach out to inquire about a staff from CM Cheh's office attending the Board's monthly meetings.
7. Good of the order – John raised an email he received from the developer at 2735 Connecticut Ave. Com. Reba noted that there are still many unanswered questions about the proposed project. John will ask the developer to provide him with the latest proposal and then will schedule a Zoom meeting for the community.
8. Adjourn – The meeting adjourned at 9:30pm. The next Board meeting is Tuesday, March 2.

Woodley Park Community Association					
Treasurer Report For the Period of January 1, 2021 - January 31, 2021					
Account	Balance as of 1/31/2021	Balance as of 1/01/2021	Net Change	Major Notes	
Bank of America Checking - 2797 (Main)	2,741.38	2,895.38	(154.00)		
Bank of America Savings - 8372	27,992.51	27,992.03	0.48		
PayPal	4,049.71	3,754.36	295.35		
Total Balances	34,783.60	34,641.77	141.83		
<u>Account Debits:</u>	<u>Date Cleared</u>	<u>Amount</u>	<u>Acct</u>	<u>Check #</u>	<u>Purpose</u>
Paypal Fees	30-Jan	\$9.76	Paypal		
Zoom	19-Jan	\$15.89	Paypal		
Stephanie Zobay	25-Jan	\$150.00	*2797	1308	Post Office Box Reimbursemer
Travelers Insurance	27-Jan	\$89.00	*2797	1309	Insurance Payment
Total Debits		\$264.65			
<u>Account Credits:</u>	<u>Date Cleared</u>	<u>Amount</u>	<u>Acct</u>		
Membership donations (Checking)	31-Jan	\$85.00	*2797		
Membership donations (PayPal)	31-Jan	\$321.00	PayPal		
Interest (Saving)	31-Jan	\$0.47	*8372		
Call Box Revenue		\$0.00			
Square Deposits		\$0.00			
Total Credits		\$406.47			
Net Revenue		\$141.82			
Donations + Interest		\$406.47			
Donations + Interest received 2021 YTD		\$406.47			
Total Received 2020 YTD		\$380.25			
Total received 2019 YTD		\$333.30			
Change vs 2020		7%			
Change vs 2019		22%			

Woodley Park Community Association
Proposed Budget 2021

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2017 Tot	2018 Tot	2019 Tot	2020 Tot	FY 2021 Proposed Budget	Notes
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actual	Actual	Actual	Actual		
Revenue																		
Interest income	\$0.90	\$0.89	\$0.95	\$0.93	\$0.95	\$0.92	\$0.92	\$0.45 [1]	\$0.46	\$0.47	\$0.46	\$0.47	\$8	\$6	\$9	9	\$10	
Spring clean up sponsorship	\$1,605												\$845	\$1,559	\$1,605 [2]	-	\$1,700	
Major Gifts/Bequests			\$1,075 [3]	\$100 [4]	\$605 [5]	\$50 [6]							\$515	\$0		1,830	\$0	No known major gifts in sight
Membership Donations-BoA	\$379	\$50	\$40	\$0	\$0	\$0	\$0	\$150	\$0	\$450	\$0	\$575	\$8,177	5524	\$1,986	1,644	\$2,000	
Membership Donations - Paypal	\$366	\$336	\$516	\$286	\$81	\$21	\$176	\$321	\$461	\$227	\$536	\$376			\$4,880	3,703	\$4,000	
Membership Donations - Square	\$10	\$24	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				34	\$0	
Total Revenue	\$2,361	\$411	\$1,632	\$387	\$687	\$72	\$177	\$471	\$461	\$677	\$536	\$951	\$9,546	\$7,089	\$8,514	7,220	\$7,710	
Expenses																		
Summer Picnic													\$1,839	1462.77	1,093	-	\$2,000	Average of last 2 years
Membership Recruitment													\$230	360		260	\$360	Assuming same MYN nights and art show
Holiday Party													\$20	771		750	\$750	
Recycling & clean-up day								\$1,608					\$1,639	1698.75		1,755	\$1,700	
Copies													\$0	317.25		0	\$350	
Flyer Distribution													\$20	0		0	\$0	
Mailbox (keys, other)	\$150												\$134	134		136	\$150	
Historic Preservation				\$915 [7]		\$915 [8]				\$375 [9]	\$393 [10]	\$173 [11]	\$100	0		0	\$0	Call Box updates
Insurance (D&O, Liability, Fidelity, E&O)	\$770 [12]			\$499 [13]				\$130 [14]					\$1,175	1194		1,226	\$1,500	
Miscellaneous contributions and gifts													\$0	0		0	\$100	Stanford and any others
Donations to other organizations												\$125 [15]	\$200	300		450	\$450	Police dinner, misc
Library donation													\$0	2500		2,500	\$0	
Website					\$31 [16]								\$648	667.74		2,941	\$2,918	
Contingency Costs/Miscellaneous	\$340 [17]					\$16 [18]	\$16	\$16	\$16	\$16	\$16		\$54	0		193	\$500	
JBG Response													\$127	\$0		0	\$0	
PayPal Fees	\$12	\$10	\$15	\$11	\$3	\$2	\$5	\$8	\$14	\$8	\$17					106	\$125	
Total Expenses	\$1,272	\$10	\$15	\$1,425	\$34	\$933	\$21	\$1,761	\$30	\$399	\$426	\$298	\$6,186	9406	\$193	6,625	\$10,903	
															\$0			
Operating Income (Loss)	\$1,090	\$401	\$1,617	-\$1,038	\$653	-\$861	\$156	-\$1,290	\$431	\$278	\$111	\$653	\$3,360	-2316		595	-\$3,193	
Ending Fund Balance	42,602	43,003	44,620	43,582	44,235	43,373	43,529	42,239	42,670	42,948	43,059	43,712	\$41,488	39,172	\$39,172	\$39,767	\$35,979	

[1] Interest rate changed from 0.04% to 0.02%.

[2] \$1605 was recognized in 2019 but realized in Jan 2020.

[3] Call Box Revenue

[4] Call Box Revenue

[5] Call Box Revenue

[6] Call Box Revenue

[7] Gelberg Signs

[8] Gelberg Signs

[9] Award Crafters, Inc for Marilyn Restoration Plaque

[10] Award Crafters, Inc for Marilyn Restoration Plaque

[11] Installation of Marilyn Restoration Plaques.

[12] Travelers Insurance

[13] Chubbs

[14] BRA-25 Form

[15] Holiday Decorations for WP Business District

[16] Go Daddy

[17] DC Business License

[18] Zoom Account