



City of Abilene

Keep Abilene Beautiful Board Agenda

SPECIAL CALLED MEETING

Notice is hereby given of a meeting of Keep Abilene Beautiful of City of Abilene to be held on August 13, 2021 at 12:00 p.m. at City Hall, Basement Conference Room, 555 Walnut, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

PUBLIC COMMENTS

Public Comments on Any Item on the Agenda

MINUTES

1. Approve meeting minutes for the July Board Meeting.

TREASURER'S REPORT

2. Approve current financials.

AGENDA ITEMS

3.
 - A. West Texas Fair and Rodeo Parade
 - B. Repainting KAB open top roll-off dumpsters
 - C. Wine Tasting Fundraiser Budget
 1. Logistics & Venue Budget (Event Committee Rep)
 2. Marketing Budget (Cristal Murillo)
 3. Task Assignments & Due Dates (Crystal Saling)
 - D. Second September Board Meeting - possible date September 21st, time?

COMMITTEE REPORTS

4.
 - Executive Committee - Community meeting participation, KAB Strategic Plan and Committees
 - Marketing & Fundraising Committee
 - Grants Committee
 - Events Committee

COORDINATOR'S UPDATE

5. Community events, meetings and coordination.

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 6th day of August, 2021, at 4:10 p.m.

Shawna Atkinson, TRMC, CMC
City Secretary

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
July 21, 2021 | 12PM**

OFFICERS PRESENT

Della Beasley, President
Dr. Tobi Popoola, Treasurer
Reagan Van Coutren, Secretary

OFFICERS ABSENT

BOARD MEMBERS PRESENT

Akane Thaxton
Chase Robertson
John Willey
Cristal Murillo
Alex Sazon
Brylee Ellison
Cristal Saling

BOARD MEMBERS ABSENT

Jared Bailey

KAB STAFF

Katherine Beeman, KAB Exec.Dir

ADVISORY MEMBERS PRESENT

Srini Valavala, Stormwater Svcs. Admin
Kelley Messer, City Attorney

COMMUNITY PARTNERS

Tanya Brown, TxDot
Tyler Mitchell, Michael Parks, Public Health
PJ Sumner, COG

GUESTS PRESENT

None

Call to Order.

Della Beasley called the meeting to order at 12:01 p.m. A quorum of board members were present.

Public Comments

Community partners discussed intentions to learn more about KAB and work together in the future.

Item 1:

Approval of Minutes

No changes regarding July 2021 board meeting minutes. **Motion to approve July 2021 minutes as presented was made by John Willey and seconded by Reagan Van Coutren. Through roll call, motion was carried unanimously.**

Item 2:

Treasurer's Report

No July 2021 Treasurer's Report to approve.

Item 3:

Committee Reports

A. Executive Committee Committee discussed plans for a rotating schedule for board members to attend community organization meetings.

- B. Grants Committee** Committee discussed their cleanup site and actions.
- C. Events Committee** Committee discussed upcoming events and community involvement.
- D. Marketing/Fundraising Committee** Committee discussed the potential for an app, and thanked Cristal Murillo for her involvement with marketing.

Item 4: Coordinator's Report

Coordinator discussed details of upcoming events. For the wine tasting, the venue has been reserved, registration opened, flyers and marketing materials are prepared for distribution. For the Fall Sweep, coordinator discussed rescheduled cleanup from the spring as well as other logistics of this event.

Items 5: Agenda Items

- 1. Business Expo**
Discussion of business expo, including volunteer needs and gift/raffle items ensued.
Motion to approve additional \$500 for Business Expo needs made by Tobi Popoola and seconded by Brylee Ellison. *Through roll call, motion carried unanimously.*
- 2. Wine Tasting**
Discussion on raffle items, participating wineries, and need for committee planning meetings ensued.
- 3. Christmas Display**
Plans made to partner with Stormwater to update display; Katherine to provide list of materials. Discussion of potential to participate in other similar programs ensued.
- 4. Fundraising Merchandise**
Discussion of logo, selling locations, redesign of t-shirts ensued.
- 5. KAB Polo Shirts**
Discussion of need for KAB Board Member polo shirts at events ensued. Katherine to come up with costs; city may be able to help with magnetic name tags.

Item 6: Adjournment: The meeting was adjourned at 12:56 p.m.

Reagan Van Coutren, Secretary

Della Beasley, President

KEEP AILENE BEAUTIFUL**JUNE 30, 2021 STATEMENT OF ACTIVITY****REVENUE**

6/11/2021	Community Foundations of Abilene - Thaxton Family Endowment	\$	500.00
6/14/2021	Clayshoot \$150 single shooter registration	\$	150.00
6/14/2021	Clayshoot \$150 single shooter registration	\$	150.00
6/15/2021	Clayshoot: Western Bank 3 shooters & Whitney Petree 2 shooters	\$	750.00
6/24/2021	Clayshoot \$25 raffle ticket purchase	\$	25.00
6/25/2021	Clayshoot \$90 raffle ticket purchase	\$	90.00
6/25/2021	City of Abilene \$1200, Toyota Lithia Motors \$1000, Cash \$10	\$	2,210.00
6/28/2021	Clayshoot 3 single shooter payments	\$	420.00
6/28/2021	Republic Services	\$	678.00
6/30/2021	Clayshoot check from Ben Ben McAnally (\$420) and Cash (\$720)	\$	1,140.00
6/30/2021	June 2021 interest deposit	\$	0.51

<i>Total Revenue</i>	\$	6,113.51
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EXPENDITURE

6/1/2021	Facebook clayshoot advertising	\$	7.77
6/2/2021	Clayshoot adverting in Sweetwater Newspaper	\$	119.05
6/3/2021	Clayshoot advertising in Coleman Newspaper	\$	125.00
6/14/2021	Square fees - Clayshoot \$150 single shooter registration	\$	4.65
6/14/2021	Square fees - Clayshoot \$150 single shooter registration	\$	4.65
6/14/2021	Deposit for clayshoot t-shirts Country Outfitter 66	\$	550.38
6/14/2021	Wine Tasting Event - Venue Deposit: 201 Mesquite Event Center	\$	300.00
6/15/2021	Square fees - Clayshoot: Western Bank 3 shooters & Whitney Petree 2 shooters	\$	22.35
6/15/2021	Clayshoot advertising on Lamar Billboards	\$	1,500.00
6/16/2021	1st place shotgun prize for clayshoot - Caroline	\$	529.99
6/21/2021	Abilene Chamber of Commerce Business Expo Booth Fee	\$	375.00
6/24/2021	Square fees - Clayshoot \$25 raffle ticket purchase	\$	1.03
6/25/2021	Square fees - Clayshoot \$90 raffle ticket purchase	\$	2.91
6/28/2021	Square fees - Clayshoot 3 single shooter payments	\$	13.08
6/28/2021	Double Diamond Sponsorship signs for events	\$	560.50
6/28/2021	Clayshoot purchase from HEB of Bottled water, sodas, and breakfast pastries	\$	44.72
6/28/2021	Balance due on Clayshoot T-shirts Country Outfitter 66	\$	550.38

<i>Total Expenditure</i>	\$	4,711.46
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Net revenue	\$	1,402.05
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KEEP ABILENE BEUATIFUL
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2021 STATEMENT OF ACTIVITY

ASSETS

NON-CURRENT ASSETS

Motor vehicles and Equipments

Motor vehicles \$ -

Equipment \$ -

Total motor vehicles and equipments \$ -

Computers and Hardware

Computers \$ -

Hardware \$ -

Total computers and hardware \$ -

Total Non-Current Assets \$ -

CURRENT ASSETS

Bank Balance

KAB General Bank Account \$ 64,040.27

Total Bank Balance \$ 64,040.27

Accounts Receivable

Pledges - Republic Services \$ -

Total Accounts Receivable Balance \$ -

Other Current Assets

Miscellaneous \$ -

Donations \$ -

Total Other Current Assets \$ -

Total Current Assets \$ 64,040.27

Chase Robertson - 32g diesel reimbursement \$ 64,040.27

LIABILITIES AND EQUITY

NON-CURRENT LIABILITY

Bank Loan \$ -

Total Bank Loan Balance \$ -

Total Non-Current liability \$ -

CURRENT LIABILITIES

Accounts Payable

Sales tax payable \$ -

Facebook/Instagram Ads \$ -

Shipping services \$ -

Total Accounts Payable \$ -

Total Current Liabilities \$ -

Total Liabilities \$ -

EQUITY

Cummulative net Revenue c/f (\$10,204.59 + \$267.53) \$ 10,472.12

Retained Earnings \$ 9,029.02

Temporary Restricted Net Assets \$ -

Unrestricted Assets \$ 43,137.08

Net Revenue \$ 1,402.05

Total Equity \$ 64,040.27

TOTAL LIABILITIES AND EQUITY \$ 64,040.27

Difference

Assets \$ 64,040.27

Liabs and Equity \$ 64,040.27

Difference \$ -

KEEP ABILENE BEAUTIFUL (KAB) JUNE 30 2021 INCOME STATEMENT						
Revenue	Budget for 2021	Year-to-Date (YTD)	Current Mth	Total	Variance	NOTES
Balance c/f (Bank Statement)		\$ -	\$ 66,585.70	\$ 66,585.70		
Donations	\$ 10,120.00	\$ 6,847.92	\$ 1,178.00	\$ 8,025.92	\$ 2,094.08	
Republic Svcs.	\$ 9,120.00	\$ 4,947.92	\$ 678.00	\$ 5,625.92	\$ 3,494.08	
Memorial Tree & Bench Program	\$ 1,000.00	\$ 1,900.00	\$ -	\$ 1,900.00	\$ (900.00)	
Estate of Odis Dolton	\$ -	\$ -	\$ -	\$ -	\$ -	
Community Foundations of Abilene Thaxton Family Endowmt	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ (500.00)	
Grants	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	
Rotary Club	\$ -	\$ -	\$ -	\$ -	\$ -	
KTB/HEB Green Bag - #2020 AbileneTree Challenge	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Raising	\$ 10,000.00	\$ 10,720.00	\$ 2,725.00	\$ 13,445.00	\$ (3,445.00)	
Clayshoot Event	\$ 10,000.00	\$ -	\$ 2,725.00	\$ 2,725.00	\$ 7,275.00	
Spring Music Event	\$ -	\$ 10,720.00	\$ -	\$ 10,720.00	\$ (10,720.00)	\$500 Square Inc. deposit included in Spring Music Event
Interest Income	\$ 10.94	\$ 4.42	\$ 0.51	\$ 4.93	\$ 6.01	
Sales of Product Revenue	\$ 1,500.00	\$ 71.30	\$ -	\$ 71.30	\$ 1,428.70	
LWYL T-shirt Revenue	\$ 1,500.00	\$ 71.30	\$ -	\$ 71.30	\$ 1,428.70	
Sponsorships/Memberships	\$ 6,500.00	\$ 170.35	\$ -	\$ 170.35	\$ 6,329.65	
Memberships	\$ 6,500.00	\$ 170.35	\$ -	\$ 170.35	\$ 6,329.65	
Recycling	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenue	\$ 29,130.94	\$ 17,813.99	\$ 3,903.51	\$ 21,717.50	\$ 7,413.44	
Expenditures	Budget	Year-to-Date (YTD)	Current Mth	Total	Variance	
Annual Dues	\$ 750.00	\$ 745.00	\$ -	\$ 745.00	\$ 5.00	
Abilene Chamber of Commerce	\$ 185.00	\$ 225.00	\$ -	\$ 225.00	\$ (40.00)	
Keep America Beautiful	\$ 365.00	\$ 345.00	\$ -	\$ 345.00	\$ 20.00	Payment to Keep America Beautiful made December 16, 2020
Keep Texas Beautiful	\$ 200.00	\$ 175.00	\$ -	\$ 175.00	\$ 25.00	Payment to Keep Texas Beautiful made January 19, 2021
Keep Texas Beautiful- GCAA	\$ -	\$ -	\$ -	\$ -	\$ -	
Board Development	\$ 2,995.00	\$ -	\$ -	\$ -	\$ 2,995.00	
KAB Retreat	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	
Keep Texas Beautiful Conference Fee	\$ 1,200.00	\$ -	\$ -	\$ -	\$ 1,200.00	
Keep Texas Beautiful Hotel Fee	\$ 1,695.00	\$ -	\$ -	\$ -	\$ 1,695.00	
Fund Raising Expenses	\$ 7,485.00	\$ 6,017.75	\$ 3,427.29	\$ 9,445.04	\$ (1,960.04)	
LWYL T-shirt	\$ 745.00	\$ -	\$ -	\$ -	\$ 745.00	
TxTees T-Shirts	\$ -	\$ 6,017.75	\$ -	\$ 6,017.75	\$ (6,017.75)	
Clayshoot Event	\$ 6,640.00	\$ -	\$ 3,427.29	\$ 3,427.29	\$ 3,212.71	
Sponsorship/Membership	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	
Grants and Awards	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	
Insurance General Liability	\$ 850.00	\$ 522.00	\$ -	\$ 522.00	\$ 328.00	
Marketing/Advertising/Promotional	\$ 700.00	\$ 1,485.13	\$ -	\$ 1,485.13	\$ (785.13)	
KAB Brochure Printing	\$ 700.00	\$ -	\$ -	\$ -	\$ 700.00	
Business Cards and Banner	\$ -	\$ 1,346.61	\$ -	\$ 1,346.61	\$ (1,346.61)	Purchases: Mar: Feather Flags (\$1,126.61); Apr: Mesh Banner (\$220)
Thank You Cards & Gift Bags	\$ -	\$ 42.52	\$ -	\$ 42.52	\$ (42.52)	
Social Media Advertising - Facebook, Instagram, etc.	\$ -	\$ 96.00	\$ -	\$ 96.00	\$ (96.00)	
Office/General Administration	\$ 1,660.00	\$ 539.65	\$ 375.00	\$ 914.65	\$ 745.35	
Business Expo	\$ 200.00	\$ -	\$ 375.00	\$ 375.00	\$ (175.00)	
Christmas Lane - Abilene State School	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00	
KAB Annual Awards	\$ 310.00	\$ -	\$ -	\$ -	\$ 310.00	
Outdoor Adventure Day	\$ 850.00	\$ -	\$ -	\$ -	\$ 850.00	
Outreach & Public Presentations	\$ 100.00	\$ 539.65	\$ -	\$ 539.65	\$ (439.65)	Wolfe Devt Inc. 201 Mesquite \$500 Webnus \$35
Program Expenses	\$ 10,225.00	\$ 15,631.09	\$ 300.00	\$ 15,931.09	\$ (5,706.09)	
Adopt-A-Street/Creek	\$ 180.00	\$ -	\$ -	\$ -	\$ 180.00	
Loot for Litter	\$ -	\$ -	\$ -	\$ -	\$ -	
KAB Trashcans	\$ 1,380.00	\$ -	\$ -	\$ -	\$ 1,380.00	
Kirby Lake Clean-Up	\$ 3,300.00	\$ -	\$ -	\$ -	\$ 3,300.00	
Coordinated Clean-Ups	\$ 540.00	\$ -	\$ -	\$ -	\$ 540.00	
Single Clean-Ups/Service Hrs	\$ -	\$ -	\$ -	\$ -	\$ -	
Fall Sweep - Arbor Day	\$ 3,825.00	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 1,325.00	
Memorial Tree and Bench Program	\$ 1,000.00	\$ 3,600.00	\$ -	\$ 3,600.00	\$ (2,600.00)	March Payment of \$950 made to City of Abilene Parks & Recreation
Wine Tasting	\$ -	\$ -	\$ 300.00	\$ 300.00	\$ (300.00)	Changed account name from Xmas Lane Display to Wine Tasting
Community Fund of Abilene Abilene Gives event	\$ -	\$ -	\$ -	\$ -	\$ -	
City of Abilene Stromwater - Reimbursement	\$ -	\$ 470.22	\$ -	\$ 470.22	\$ (470.22)	Postage reimbursement for sponsorship letters
Spring Music Event	\$ -	\$ 9,060.87	\$ -	\$ 9,060.87	\$ (9,060.87)	Payments to Colton Fox and Travis Fox
Supplies for Cleanup Events	\$ 600.00	\$ 158.01	\$ -	\$ 158.01	\$ 441.99	
Square Inc. E-Commerce Fees	\$ -	\$ 58.28	\$ 48.67	\$ 106.95	\$ (106.95)	
State Sales & Use Tax	\$ -	\$ 53.00	\$ -	\$ 53.00	\$ (53.00)	
Tax 990/Audit	\$ -	\$ -	\$ -	\$ -	\$ -	
Website Hosting & Domain Registration	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Expenditures	\$ 28,265.00	\$ 25,209.91	\$ 4,150.96	\$ 29,360.87	\$ (1,095.87)	
Net Operating Revenue	\$ 865.94	\$ (7,395.92)	\$ (247.45)	\$ (7,643.37)	\$ 8,509.31	