



City of Abilene

Keep Abilene Beautiful Board Agenda

Notice is hereby given of a meeting of Keep Abilene Beautiful of City of Abilene to be held on October 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. Review and approve September meeting minutes.

TREASURER'S REPORT

2. Review and Approve August financial report.

COMMITTEE REPORTS

3.
 - A. Executive Committee - Update on Board & Officer Training, Exit Interviews, Committee Structure etc.
 - B. Grant Committee - Kirby Lake Trail Project
 - C. Events Committee - Crepe Myrtle Run & Plant Sale, Food & Wine Festival with Awards Dinner
 - D. Fundraising & Marketing

COORDINATOR'S UPDATE

4.
 - A. Commemorative Bench and Tree Program Update
 - B. Fall Sweep Update
 - C. Bank Information Update
 - D. Rebuild Texas Grant Project Update
 - E. Community Engagement Update

AGENDA ITEMS

5.
 - A. Community Foundations of Abilene Endowment Presentation - John Willey & Akane Thaxton
 - B. KAB Business Sustainability Certification - Reagan Van Coutren
 - C. Review and approve Committee Structure - (Tabled September)
 - D. Community Appearance Index Audit - (Tabled September)

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 5th day of October, 2021, at 12:45 p.m.

*Kaitlin Richardson, Deputy City
Secretary*

**MINUTES OF THE
KEEP ABILENE BEAUTIFUL BOARD
September 8, 2021 | 12PM**

OFFICERS PRESENT

Crystal Saling, Vice President
Tobi Popoola, Treasurer

OFFICERS ABSENT

Cristal Murillo, President
Reagan VanCoutren, Secretary

BOARD MEMBERS PRESENT

John Willey
Chase Robertson
Akane Thaxton

BOARD MEMBERS ABSENT

Jared Bailey

KAB STAFF

Katherine Beeman, KAB Exec.Dir

ADVISORY MEMBERS PRESENT

Srini Valavala, Stormwater Svcs. Admin
Kelly Messer, City Asst. Attorney

COMMUNITY PARTNERS

GUESTS PRESENT

Garrett Strickland

Call to Order.

Meeting called to order 12:06PM. A quorum of board members were present.

Public Comments

Garrett Strickland, potential board member, introduced himself to KAB Board.

Item 1:

Meeting Minutes

Minutes for the August 21st Board Retreat, August 13th and July 21st Business Meeting were reviewed. Motion to approve was made by John Willey, Seconded by Crystal Saling. Through roll call motion carried.

Item 2:

Treasurer's Report

Financials for June and July 2021 were reviewed. Motion to approve was made by Chase Robertson, seconded by John Willey. Through roll call the motion carried.

Item 3:

Agenda Items

- A. Mission & Vision Statement.** Reviewed with motion to approve made by Chase Robertson, seconded by Crystal Saling. Through roll call motion was carried.
- B. New Committee Structure.** Item Tabled
- C. Strategic Plan.** Discussed adding "Develop and Coordinate activities with CCC, AISD Junior KAB and Church Neighborhood groups" to Goal 1. Combining Goals 2 & 4 into one goal. Reviewed and motion to approve with amendments made by John Wiley, seconded by Chase Robertson. Through roll call motion was carried.

- D. KAB FY2022 Budget.** Reviewed and motion to approve made by John Willey, seconded by Chase Robertson. Through roll call motion was carried.
- E. KAB FY2022 Events.** Discussed dropping the stand alone KAB Awards Dinner date and combine the awards with the Wine Tasting fundraiser on October 6, 2022. Reviewed and motion to approve with amendments made by Chase Robertson, seconded by John Willey. Through roll call motion was carried.
- F. Community Appearance Index Audit** – Item tabled.
- G. Future Meeting Items.** Endowment Fund with CFA, KAB Business Certification, Review of Board & Officer Training Handbook, Organizational Chart and Committee Structure.

Item 4: **Adjournment:** The meeting was adjourned at 1:13PM

John Willey, Secretary

Cristal Murillo, President

REVENUE

8/1/2021	July 2021 interest deposit	\$	0.54
8/5/2021	Continue Care Hospital - Corporate sponsorship	\$	700.00
8/30/2021	Republic Services	\$	678.00
8/31/2021	August 2021 interest deposit	\$	0.49

<i>Total Revenue</i>	\$ 1,379.03
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EXPENDITURE

8/17/2021	Canva Graphic design - promotion material	\$	12.99
8/20/2021	Wine tasting event - Townsquare radio station	\$	808.00

<i>Total Expenditure</i>	\$ 820.99
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Net revenue	\$ 558.04
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KEEP ABILENE BEUATIFUL
STATEMENT OF FINANCIAL POSITION
AUGUST 31, 2021 STATEMENT OF FINANCIAL POSITION

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 \$ 60,453.85

Total Bank Balance \$ 60,453.85

Accounts Receivable

Pledges - Republic Services \$ -

Total Accounts Receivable Balance \$ -

Other Current Assets

Miscellaneous \$ -

Donations \$ -

Total Other Current Assets \$ -

Total Current Assets \$ 60,453.85

Chase Robertson - 32g diesel reimbursement \$ 60,453.85

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 (\$11,874.17 - 4,144.46) \$ 7,729.71

Retained Earnings \$ 9,029.02

Temporary Restricted Net Assets \$ -

Unrestricted Assets \$ 43,137.08

Net Revenue \$ 558.04

Total Equity \$ 60,453.85

TOTAL LIABILITIES AND EQUITY \$ 60,453.85

Difference

Assets \$ 60,453.85

Liabs and Equity \$ 60,453.85

Difference \$ -

KEEP ABILENE BEAUTIFUL (KAB) AUGUST 31 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	\$ 8,703.92	\$ 1,378.00	\$ 10,081.92	\$ 38.08	
Republic Svcs.	\$ 9,120.00	\$ 6,303.92	\$ 678.00	\$ 6,981.92	\$ 2,138.08	
Memorial Tree & Bench Program	\$ 1,000.00	\$ 1,900.00		\$ 1,900.00	\$ (900.00)	
Continue Care Hospital	\$ -	\$ -	\$ 700.00	\$ 700.00	\$ (700.00)	Previous a/c name: 'Estate of Odis Dolton'. As no donation in the yr, new name listed.
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	\$ 15,655.00	\$ -	\$ 15,655.00	\$ (5,655.00)	
Clayshoot Event	\$ 10,000.00	\$ 4,935.00	\$ -	\$ 4,935.00	\$ 5,065.00	
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	\$ 4.93	\$ 1.03	\$ 5.96	\$ 4.98	Current mth fig. includes Jul (\$0.43) and Aug 2021 (\$0.59) interest deposits
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	\$ 24,605.50	\$ 1,379.03	\$ 25,984.53	\$ 3,146.41	
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	\$ 9,445.04	\$ 2,052.00	\$ 11,497.04	\$ (4,012.04)	
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	\$ 2,052.00	\$ 5,479.29	\$ 1,160.71	
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	\$ -	\$ 1,511.11	\$ (811.11)	
KAB Brochure Printing	\$ 700.00	\$ -	\$ -	\$ -	\$ 700.00	
Business Cards and Banner	\$ -	\$ 1,359.60	\$ 12.99	\$ 1,372.59	\$ (1,372.59)	[Op. B-Feather Flag-1,126.61; Mesh Banner-220; Jul Canva-12.99] Aug-Canva,12.99
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	\$ 914.65	\$ 192.83	\$ 1,107.48	\$ 552.52	
Business Expo	\$ 200.00	\$ 375.00	\$ 192.83	\$ 567.83	\$ (367.83)	Beginning balance of \$375.00 represents registration fee paid in June 2021
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	\$ 18,495.73	\$ 808.00	\$ 19,303.73	\$ (9,078.73)	
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	\$ -	\$ 2,864.64	\$ 808.00	\$ 3,672.64	\$ (3,672.64)	A/c name change - Jun '21 from Xmas Lane Display to Wine Tasting. Aug. \$808 MC
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	\$ 31,876.84	\$ 3,101.50	\$ 35,004.32	\$ (6,739.32)	
Net Operating Revenue	\$ 865.94	\$ (7,271.34)	\$ (1,722.47)	\$ (9,019.79)	\$ 9,885.73	