



**WILLOW GLEN**  
DOWNTOWN

**Willow Glen Business Association  
Board of Directors & General Membership Meeting  
Tuesday, January 12th, 2021 \* 8:00 am – 9:00 am**

**Join Zoom Meeting**

<https://zoom.us/j/96717125496?pwd=bErSmxrdU5lQythemU0S2dyb3BoZz09>

Meeting ID: 967 1712 5496

Passcode: 288057

| Item   | Type | Person Responsible   | Time line                    | Action   |
|--|------|--|------------------------------|--|
| Meeting called to order  | G    | Linda Ruiz, President  | 8:00 am –                    | Welcome  |
| Approval of minutes  | A    | Approval of December Minutes   | 8:05 am                      | Review and approval of, December 8th, 2020 minutes               |
| Executive Committee Report   | I    | Executive Committee Update – Linda Ruiz  | 8:10 am                      | Review and approval of, December 18 <sup>th</sup> , 2020 minutes |
| Treasurer's Report   | A    | Treasurer, Tim Mulcahy –December Financial Report  | 8:15 am                      | Board approval<br>Accept Report                                  |
| Committees to provide an update to board and membership on their projects. | I    | <b>Member Relations Committee</b><br>WGBA Staff<br>Holiday Recap -<br>WGBA Pop-up Shop<br>"Toys for Tots"<br>Board of Directors Ballot Update  | 8:20 am –<br>8:50 am         | Updates  |
|  | I    | <b>CBID Committee – Nate Perez</b>   |                              |  |
|  | I    | <b>Our Avenue Committee</b><br>Chair: Vince Falcone<br>Committee Update  |                              |  |
|  | I    | <b>Promotions &amp; Events Committee</b><br>Chair: Lynne Rovai<br>Committee Update   |                              |  |
| OPEN FORUM/ PUBLIC COMMENT – 2 MIN. EACH                                   | G    | <b>Board Recruitment – Tim Mulcahy</b><br>Committee Update<br><br>Moderated by Board President<br>District 6 Councilmember, Dev Davis<br><br><b>Time Certain</b><br>Any person may address the Board on any subject not on the agenda. Since the subject is not on the agenda, the Brown Act (State Open Meeting Law) prohibits action by the Board. However, Board Members and Staff may briefly respond to statements or questions and/or provide referral to Staff. The Board may place the item on an agenda for a future meeting. | <b>8:50 am –<br/>9:00 am</b> |  |
| Assoc Member Applications  | A    | Mildred Dot (HomeGoods & Accessories Design Studio)  |                              |  |
| Meeting Adjournment  | G    | Linda Ruiz   | 9:00 am                      |  |

**The next WGBA Board meeting will be Tuesday, February 9th, 2021, time 8:00 am  
Zoom Meeting**

*The mission of the WGBA is to make downtown Willow Glen a desirable destination to shop, eat and locate a business through maintenance and beautification projects and the promotion of a positive identity for the Willow Glen business community through advertising, public relations, sponsorships, events and festivals and the preservation of the historical and architectural character of downtown Willow Glen.*

## Board of Directors and General Membership Meeting 8 December 2020

### Zoom Video Conference Board Meeting

**Board Members in Attendance:** Frank Bejan, Kathleen Erdmann, Vince Falcone, Barbara Hartman, Emilie Highley, Bobbie Johnson, Tim Mulcahy, Linda Ruiz, Lynne Rovai, Steve Sibley, Jamie Sizelove  
**Staff:** Kandy Stevens & Steff Whaley

**Guests:** Councilmember Dev Davis and Serena Desai, Councilmember Davis' Office and Ann Saliba

**Board Members Absent:** Sara Rivas, Nate Perez, John Pisacane, Cyndy Thomas

**Board Meeting** was called to order by President Ruiz at 9:03 a.m. The Board Meeting was conducted via a Zoom Video Conference.

President asked our Councilmember Dev Davis to address the Board first with her updates.

**Councilmember Davis** discussed: (a) The current state of affairs as it pertains to results of COVID-19. Retail and grocery – reduction of shoppers allowed in at any one time. Gym's – outside only for members. Massage parlors – medical messages with doctors' notes/referrals. Councilmember Davis reindicated that the updates would be frequent, and the website should be checked. (b) A discussion ensued on the traffic situation on the Avenue – accidents/crashes that occurred by Yuki Sushi and Taco Mania; speeding down the Avenue (is there a particular time of the day that the speeding occurs?). There is a form for Traffic Enforcement – suggest that everyone fill it out with the same info and submit it, this should speed up getting an officer out. A suggestion was made about installing traffic signs to slow the traffic. Councilmember Davis directed us to the "Vision Zero" website which is the cities commitment to prioritizing street safety of which Curtner Avenue is a focus area at this time. (c) January 4<sup>th</sup> is a target date if the County Health Department determines if any of the guidelines will be relaxed. (d) Vaccine – At this writing the Councilmember indicated that to the best of her knowledge, approximately 17,000 vaccines (from Pfizer) are coming to Santa Clara County – who will receive this vaccine is not determined at this time. At some point, when more vaccine is received, the fairgrounds will be the site for free flu shots. There will be an APP out this week which we can download on COVID-19.

**November Board Meeting Minutes** – President Ruiz asked for a motion to approve. A motion was made by Jamie Sizelove to approve, second by Bobbie Johnson. Unanimously approved.

**Executive Committee Report:** There was no Executive Board Committee Meeting in November.

**Treasurer's Report:** Tim reviewed the financials – cash on hand is ~\$175,000. Expenses are up due to a payment for Avenue maintenance being paid for both October and November + installation of the holiday lights and wreaths. Additional information can be obtained in the full set of Financials presented at the meeting. Approval of the Financial Report was not voted on.

Member Relations: Staff reported:

- WGBA “Pop-up Shop” is generating income. WG masks and WG Historical Home Tour books are selling well. A banner advertising the shop was recently installed.
- The “Toys for Tots” drop location changed from the Garden Theater to Mariette Chocolate Shop.
- Universal Site Services gave the WGBA a free Christmas tree as a client appreciation give away. The tree location is in front of Mariette Chocolate Shop next to the “Toys for Tots” toy drop off box. A message to the community was sent out encouraging everyone to stop by with their favorite ornament to dress the tree.

Our Avenue Committee – Vince reported

- Holiday garlands are up!
- Universal Site Services is doing a fantastic job keeping the avenue clean and staying on top of leaf blowing.
- Kiosk damaged near Hickleebee’s, repair company has been notified.
- Pending \$20.0 grant proposal for artworks project from City of San Jose Cultural Affairs. Office will follow up.
- “2021” Projects; (a) Planter Box project (b) Mural addition (c) New Banners
- Linda asked the committee to take on the “Campaign to Slow Down Cars” for 2021.

Promotions & Events Committee – Lynne reported

- Businesses purchased all ornaments from the office. A few retailers still have stock however quantities are dwindling.
- Question came up should we continue to have Santa passing out candy canes on the Avenue? Board voted yes, continue to schedule Santa walk the avenue on weekends.
- Holiday pedicab rides are canceled due to Santa Clara County “Shelter in Place”.

CBID Committee –

- Nothing to report at this time.

Recruitment Committee –

- Tim reported board positions are filled with the exception of a Community Member (formerly held by Kathleen Erdmann). Tim is meeting with the 20twenty owner and had a phone discussion with Paul Middione from Network Property regarding future openings. Both expressed interest!

Associate Membership Application –

- Venus Works LLC, DBA Vertara, motion to approve Tim Mulcahy, second by Kathleen Erdmann, unanimously approved.

Prior to adjourning the meeting, President Ruiz – addressed the Board regarding closing her business mid-year and remaining on the board as President of the WGBA. She’s willing to be on the Board and has a 2-year plan. Tim recommended continuing the discussion during the next Executive Board meeting.

Meeting was adjourned at 9:47 AM.

Respectively submitted,

Emilie Highley, Secretary WGBA

**Willow Glen Business Association  
Executive Committee Meeting  
18 December 2020**

**Attendees:** Linda Ruiz, Frank Bejan, Emilie Highley, Bobbie Johnson, Tim Mulcahy, Staff – Kandy Stevens (Stephanie Whaley was conferenced in for the meeting)

**President Ruiz called the meeting to order at 9:00 a.m.**

**NOTE:** We met at Frank’s chocolate shop and socially distanced ourselves.

**The following agenda items were discussed:**

1. **Board Recruitment:** Tim Mulcahy reported the following: (a) Steve (20Twenty Cheese Bar) and Paul Middione, realtor from Network Property, are both interested in being part of the WGBA going forward. (b) Sara Rivas and Jamie Sizelove are committed to remaining on the Board. (c) Kathleen Erdmann’s moving to a Board position opens up a Community Member spot which can be discussed at our January Board meeting.
2. **Ballot review:** Staff will finalize the ballot updating names that are missing (Sara & Jamie). Ballots will go out Tuesday, 12/22. All businesses on the Avenue have been verified.
3. **Annual WGBA Meeting:** Date for the meeting has been set for 25 January 2021. The meeting will be a Virtual Meeting. Meeting time and agenda forthcoming.
4. **Office Update:** (a) Toys for Tots – very successful with 4 boxes of toys being collected. (b) Pop Up. Shop at Mariette’s Chocolate Shop has collected approximately \$600 in sales of the Willow Glen Tour Book and Willow Glen Masks. The goal is \$1000. Discussion ensued on making this seasonal! (c) Grant Update – 2 Grants are in the works, Neighborhood District Grant for \$5,000 and a \$20,000 Grant from Cultural Affairs which will be restricted to art on the Avenue. Staff continues to follow up. It was noted that \$13,000 remains on the books – Our Avenue Committee is going to make recommendations on use for these monies, i.e., pole banners, etc. (d) End of Year Credits – Staff made us aware of a SJ Police Department credit of \$337 from a previous event. This will be carried over to 2021. Cultural Affairs credit of \$1600 for graffiti removal which we should receive before the end of the year. Associate Memberships – decision was made to extend the memberships to June 30<sup>th</sup>. Staff to generate a letter to be sent to all Associate Members after the 1<sup>st</sup> of January 2021 making everyone aware of this extension.
5. **Miscellaneous:** (a) The Executive Board will meet in January to discuss the budget which is due to the City of San Jose in May. (b) Decision was made to hold WGBA Board Meetings the 2<sup>nd</sup> Tuesday of the month at 8:00 a.m. Executive Board Meetings will remain the last Friday of the month at 9:00 a.m. (c) Moving Bank Accounts – Staff to provide WGBA 501(c)6 documentation to Bobbie Johnson so we can move forward with transferring the accounts to Wells Fargo

Executive Board Meeting adjourned at 9:50 a.m. Upon adjournment, President Ruiz motioned that the Board go into a Closed Session which was approved. Staff was excused. The Closed Session proceeded for purposes to discuss HR issues. No vote was required on matters discussed.

Closed session ended/adjourned at 10:30 a.m.

Respectively submitted,

*Emilie Highley, Secretary  
Willow Glen Business Association*

## Willow Glen Business Association Balance Sheet Prev Year Comparison As of December 31, 2020

|                                       | Dec 31, 20        | Dec 31, 19        | \$ Change         | % Change       |
|---------------------------------------|-------------------|-------------------|-------------------|----------------|
| <b>ASSETS</b>                         |                   |                   |                   |                |
| <b>Current Assets</b>                 |                   |                   |                   |                |
| Checking/Savings                      |                   |                   |                   |                |
| US Bank Checking                      | 144,122.39        | 166,753.10        | -22,630.71        | -13.57%        |
| Wells Fargo Checking                  | 5,833.73          | 16,586.74         | -10,753.01        | -64.83%        |
| Total Checking/Savings                | 149,956.12        | 183,339.84        | -33,383.72        | -18.21%        |
| Accounts Receivable                   |                   |                   |                   |                |
| Accounts Receivable                   | 744.00            | 2,320.00          | -1,576.00         | -67.93%        |
| Total Accounts Receivable             | 744.00            | 2,320.00          | -1,576.00         | -67.93%        |
| Other Current Assets                  |                   |                   |                   |                |
| Pre-Paid Rent                         | 250.00            | 0.00              | 250.00            | 100.0%         |
| Service Deposits                      | 500.00            | 500.00            | 0.00              | 0.0%           |
| Total Other Current Assets            | 750.00            | 500.00            | 250.00            | 50.0%          |
| Total Current Assets                  | 151,450.12        | 186,159.84        | -34,709.72        | -18.65%        |
| <b>Fixed Assets</b>                   |                   |                   |                   |                |
| Eqmnt, Furnit., and Computers         | 7,310.79          | 7,310.79          | 0.00              | 0.0%           |
| Total Fixed Assets                    | 7,310.79          | 7,310.79          | 0.00              | 0.0%           |
| <b>TOTAL ASSETS</b>                   | <b>158,760.91</b> | <b>193,470.63</b> | <b>-34,709.72</b> | <b>-17.94%</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                   |                   |                   |                |
| <b>Liabilities</b>                    |                   |                   |                   |                |
| <b>Current Liabilities</b>            |                   |                   |                   |                |
| Accounts Payable                      | 668.93            | 974.50            | -305.57           | -31.36%        |
| Accounts Payable                      | 668.93            | 974.50            | -305.57           | -31.36%        |
| Total Accounts Payable                |                   |                   |                   |                |
| Other Current Liabilities             |                   |                   |                   |                |
| ARTWORKS Project                      | 13,437.68         | 13,437.88         | -0.20             | -0.0%          |
| CBID Contingency Reserve              | 49,319.79         | 44,194.03         | 5,125.76          | 11.6%          |
| Sales Tax Payable                     | 213.18            | 57.11             | 156.07            | 273.28%        |
| Total Other Current Liabilities       | 62,970.65         | 57,689.02         | 5,281.63          | 9.16%          |
| Total Current Liabilities             | 63,639.58         | 58,663.52         | 4,976.06          | 8.48%          |
| Total Liabilities                     | 63,639.58         | 58,663.52         | 4,976.06          | 8.48%          |
| <b>Equity</b>                         |                   |                   |                   |                |
| Accumulated Net Assets                | 130,522.29        | 108,432.03        | 22,090.26         | 20.37%         |
| Assets moved to/from Accum NA         | -143.56           | -143.56           | 0.00              | 0.0%           |
| Temporarily Restricted Assets         | 143.56            | 143.56            | 0.00              | 0.0%           |
| Net Income                            | -35,400.96        | 26,375.08         | -61,776.04        | -234.22%       |
| Total Equity                          | 95,121.33         | 134,807.11        | -39,685.78        | -29.44%        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>158,760.91</b> | <b>193,470.63</b> | <b>-34,709.72</b> | <b>-17.94%</b> |

**Willow Glen Business Association  
Profit & Loss YTD Comparison  
December 2020**

|                                | Dec 20            | Jul - Dec 20      |
|--------------------------------|-------------------|-------------------|
| <b>Ordinary Income/Expense</b> |                   |                   |
| <b>Income</b>                  |                   |                   |
| CBID                           | 0.00              | 106,572.94        |
| Event Revenue                  | 713.94            | 2,304.28          |
| <b>Total Income</b>            | <b>713.94</b>     | <b>108,877.22</b> |
| <b>Gross Profit</b>            | <b>713.94</b>     | <b>108,877.22</b> |
| <b>Expense</b>                 |                   |                   |
| Advertising and P/R            | 0.00              | 250.00            |
| Bank Service Charges           | 28.76             | 187.04            |
| City Fees                      | 0.00              | 2,500.00          |
| Contract Services              | 11,670.52         | 80,490.31         |
| Dues and Subscriptions         | 65.00             | 490.00            |
| Equipment Rental               | 668.93            | 3,862.14          |
| Insurance                      | 0.00              | 3,550.55          |
| Meetings                       | 59.09             | 59.09             |
| Permits and Fees               | 0.00              | -1,290.00         |
| Personnel                      | 6,467.02          | 38,805.27         |
| Postage and Delivery           | 176.54            | 352.79            |
| Printing and Reproduction      | 0.00              | 983.25            |
| Professional Fees              | 2,073.45          | 10,722.45         |
| Rent                           | 250.00            | 1,500.00          |
| Retail Merchandise Expense     | 0.00              | -2,410.00         |
| Supplies                       | 1,513.60          | 2,394.50          |
| Telephone and Internet         | 180.02            | 1,318.87          |
| Website                        | 85.42             | 511.92            |
| <b>Total Expense</b>           | <b>23,238.35</b>  | <b>144,278.18</b> |
| <b>Net Ordinary Income</b>     | <b>-22,524.41</b> | <b>-35,400.96</b> |
| <b>Net Income</b>              | <b>-22,524.41</b> | <b>-35,400.96</b> |

**Willow Glen Business Association**  
**Profit & Loss Prev Year Comparison**  
**December 2020**

|                                | Dec 20            | Dec 19           | \$ Change         | % Change        |
|--------------------------------|-------------------|------------------|-------------------|-----------------|
| <b>Ordinary Income/Expense</b> |                   |                  |                   |                 |
| <b>Income</b>                  |                   |                  |                   |                 |
| Event Revenue                  | 713.94            | 50,840.00        | -50,126.06        | -98.6%          |
| Eventbrite Ticket Sales        | 0.00              | 27,116.80        | -27,116.80        | -100.0%         |
| Member Dues                    | 0.00              | 480.00           | -480.00           | -100.0%         |
| Sponsorships                   | 0.00              | 2,000.00         | -2,000.00         | -100.0%         |
| <b>Total Income</b>            | <b>713.94</b>     | <b>80,436.80</b> | <b>-79,722.86</b> | <b>-99.11%</b>  |
| <b>Gross Profit</b>            | <b>713.94</b>     | <b>80,436.80</b> | <b>-79,722.86</b> | <b>-99.11%</b>  |
| <b>Expense</b>                 |                   |                  |                   |                 |
| Advertising and P/R            | 0.00              | 35.52            | -35.52            | -100.0%         |
| Bank Service Charges           | 28.76             | 0.00             | 28.76             | 100.0%          |
| Contract Services              | 11,670.52         | 13,015.64        | -1,345.12         | -10.34%         |
| Dues and Subscriptions         | 65.00             | 95.00            | -30.00            | -31.58%         |
| Equipment Rental               | 668.93            | 2,931.66         | -2,262.73         | -77.18%         |
| Insurance                      | 0.00              | 76.81            | -76.81            | -100.0%         |
| Meetings                       | 59.09             | 79.30            | -20.21            | -25.49%         |
| Personnel                      | 6,467.02          | 7,532.92         | -1,065.90         | -14.15%         |
| Postage and Delivery           | 176.54            | 165.00           | 11.54             | 6.99%           |
| Professional Fees              | 2,073.45          | 4,003.65         | -1,930.20         | -48.21%         |
| Rent                           | 250.00            | 250.00           | 0.00              | 0.0%            |
| Retail Merchandise Expense     | 0.00              | -493.00          | 493.00            | 100.0%          |
| Supplies                       | 1,513.60          | 14,112.21        | -12,598.61        | -89.28%         |
| Telephone and Internet         | 180.02            | 191.95           | -11.93            | -6.22%          |
| Website                        | 85.42             | 85.42            | 0.00              | 0.0%            |
| <b>Total Expense</b>           | <b>23,238.35</b>  | <b>42,082.08</b> | <b>-18,843.73</b> | <b>-44.78%</b>  |
| <b>Net Ordinary Income</b>     | <b>-22,524.41</b> | <b>38,354.72</b> | <b>-60,879.13</b> | <b>-158.73%</b> |
| <b>Net Income</b>              | <b>-22,524.41</b> | <b>38,354.72</b> | <b>-60,879.13</b> | <b>-158.73%</b> |

**Willow Glen Business Association  
Profit & Loss by Class**

December 2020

|                                | ADMIN<br>(CBID) | DISI<br>(CBID) | SOBOP<br>(CBID) | Total<br>CBID | Holidays<br>Promotions/Events | WG Face Masks<br>Promotions/Events | WG Home Tour Books<br>Promotions/Events | Total<br>Promotions/Events | WGBA<br>Admin | TOTAL      |
|--------------------------------|-----------------|----------------|-----------------|---------------|-------------------------------|------------------------------------|---|----------------------------|---------------|------------|
| <b>Ordinary Income/Expense</b> |                 |                |                 |               |                               |                                    |   |                            |               |            |
| <b>Income</b>                  |                 |                |                 |               |                               |                                    |   |                            |               |            |
| <b>Event Revenue</b>           | 0.00            | 0.00           | 0.00            | 0.00          | 36.61                         | 146.44                             | 530.89                                  | 713.94                     | 0.00          | 713.94     |
| <b>Total Income</b>            | 0.00            | 0.00           | 0.00            | 0.00          | 36.61                         | 146.44                             | 530.89                                  | 713.94                     | 0.00          | 713.94     |
| <b>Gross Profit</b>            | 0.00            | 0.00           | 0.00            | 0.00          | 36.61                         | 146.44                             | 530.89                                  | 713.94                     | 0.00          | 713.94     |
| <b>Expense</b>                 |                 |                |                 |               |                               |                                    |   |                            |               |            |
| <b>Bank Service Charges</b>    | 0.00            | 0.00           | 0.00            | 0.00          | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 28.76         | 28.76      |
| <b>Contract Services</b>       | 525.00          | 70.28          | 10,825.24       | 11,420.52     | 250.00                        | 0.00                               | 0.00                                    | 250.00                     | 0.00          | 11,670.52  |
| <b>Dues/Subscriptions</b>      | 65.00           | 0.00           | 0.00            | 65.00         | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 0.00          | 65.00      |
| <b>Equipment Rental</b>        | 668.93          | 0.00           | 0.00            | 668.93        | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 0.00          | 668.93     |
| <b>Meetings</b>                | 0.00            | 0.00           | 0.00            | 0.00          | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 59.09         | 59.09      |
| <b>Personnel</b>               | 854.62          | 116.68         | 2,158.32        | 3,129.62      | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 3,337.40      | 6,467.02   |
| <b>Postage and Delivery</b>    | 66.54           | 0.00           | 0.00            | 66.54         | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 110.00        | 176.54     |
| <b>Professional Fees</b>       | 2,073.45        | 0.00           | 0.00            | 2,073.45      | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 0.00          | 2,073.45   |
| <b>Rent</b>                    | 250.00          | 0.00           | 0.00            | 250.00        | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 0.00          | 250.00     |
| <b>Supplies</b>                | 0.00            | 0.00           | 0.00            | 0.00          | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 1,513.60      | 1,513.60   |
| <b>Telephone/Internet</b>      | 93.43           | 0.00           | 0.00            | 93.43         | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 86.59         | 180.02     |
| <b>Website</b>                 | 0.00            | 85.42          | 0.00            | 85.42         | 0.00                          | 0.00                               | 0.00                                    | 0.00                       | 0.00          | 85.42      |
| <b>Total Expense</b>           | 4,596.97        | 272.38         | 12,983.56       | 17,852.91     | 250.00                        | 0.00                               | 0.00                                    | 250.00                     | 5,135.44      | 23,238.35  |
| <b>Net Ordinary Income</b>     | -4,596.97       | -272.38        | -12,983.56      | -17,852.91    | -213.39                       | 146.44                             | 530.89                                  | 463.94                     | -5,135.44     | -22,524.41 |
| <b>Net Income</b>              | -4,596.97       | -272.38        | -12,983.56      | -17,852.91    | -213.39                       | 146.44                             | 530.89                                  | 463.94                     | -5,135.44     | -22,524.41 |



Willow Glen Business Association  
YTD Profit & Loss by Class

July through December 2020

|                                   | ADMIN<br>(CBID) | C & R<br>(CBID) | DISI<br>(CBID) | SOBOP<br>(CBID) | Total CBID | Spring Wine Walk<br>Fundraising Events | Total<br>Fundraising Events | Halloween<br>Promotions & Events | Holidays<br>Promotions & Events |
|-----------------------------------|-----------------|-----------------|----------------|-----------------|------------|--|-----------------------------|----------------------------------|---------------------------------|
| <b>Ordinary Income/Expense</b>    |                 |                 |                |                 |            |  |                             |                                  |                                 |
| <b>Income</b>                     |                 |                 |                |                 |            |  |                             |                                  |                                 |
| <b>CBID</b>                       | 23,446.05       | 5,328.65        | 11,723.02      | 66,075.22       | 106,572.94 | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Event Revenue</b>              | 0.00            | 0.00            | 0.00           | 0.00            | 0.00       | 0.00                                   | 0.00                        | 0.00                             | 1,068.61                        |
| <b>Total Income</b>               | 23,446.05       | 5,328.65        | 11,723.02      | 66,075.22       | 106,572.94 | 0.00                                   | 0.00                        | 0.00                             | 1,068.61                        |
| <b>Gross Profit</b>               | 23,446.05       | 5,328.65        | 11,723.02      | 66,075.22       | 106,572.94 | 0.00                                   | 0.00                        | 0.00                             | 1,068.61                        |
| <b>Expense</b>                    |                 |                 |                |                 |            |  |                             |                                  |                                 |
| <b>Advertising and P/R</b>        | 0.00            | 0.00            | 250.00         | 0.00            | 250.00     | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Bank Service Charges</b>       | 0.00            | 0.00            | 0.00           | 0.00            | 0.00       | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>City Fees</b>                  | 2,500.00        | 0.00            | 0.00           | 0.00            | 2,500.00   | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Contract Services</b>          | 3,150.00        | 0.00            | 332.48         | 76,495.63       | 79,978.11  | 0.00                                   | 0.00                        | 0.00                             | 512.20                          |
| <b>Dues and Subscriptions</b>     | 425.00          | 0.00            | 0.00           | 0.00            | 425.00     | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Equipment Rental</b>           | 3,862.14        | 0.00            | 0.00           | 0.00            | 3,862.14   | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Insurance</b>                  | 3,139.56        | 0.00            | 0.00           | 0.00            | 3,139.56   | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Meetings</b>                   | 0.00            | 0.00            | 0.00           | 0.00            | 0.00       | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Permits and Fees</b>           | 0.00            | 0.00            | 0.00           | 0.00            | 0.00       | -1,300.00                              | -1,300.00                   | 0.00                             | 0.00                            |
| <b>Personnel</b>                  | 5,127.72        | 0.00            | 700.08         | 12,949.92       | 18,777.72  | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Postage and Delivery</b>       | 66.54           | 0.00            | 0.00           | 0.00            | 66.54      | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Printing and Reproduction</b>  | 0.00            | 0.00            | 0.00           | 0.00            | 0.00       | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Professional Fees</b>          | 9,272.45        | 0.00            | 500.00         | 0.00            | 9,772.45   | 0.00                                   | 0.00                        | 0.00                             | 550.00                          |
| <b>Rent</b>                       | 1,500.00        | 0.00            | 0.00           | 0.00            | 1,500.00   | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Retail Merchandise Expense</b> | 0.00            | 0.00            | 0.00           | 0.00            | 0.00       | 0.00                                   | 0.00                        | 0.00                             | -3,225.00                       |
| <b>Supplies</b>                   | 0.00            | 0.00            | 174.14         | 0.00            | 174.14     | 0.00                                   | 0.00                        | 125.79                           | 183.50                          |
| <b>Telephone and Internet</b>     | 923.69          | 0.00            | 0.00           | 0.00            | 923.69     | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Website</b>                    | 0.00            | 0.00            | 511.92         | 0.00            | 511.92     | 0.00                                   | 0.00                        | 0.00                             | 0.00                            |
| <b>Total Expense</b>              | 29,967.10       | 0.00            | 2,468.62       | 89,445.55       | 121,881.27 | -1,300.00                              | -1,300.00                   | 125.79                           | -1,979.30                       |
| <b>Net Ordinary Income</b>        | -6,521.05       | 5,328.65        | 9,254.40       | -23,370.33      | -15,308.33 | 1,300.00                               | 1,300.00                    | -125.79                          | 3,047.91                        |
| <b>Net Income</b>                 | -6,521.05       | 5,328.65        | 9,254.40       | -23,370.33      | -15,308.33 | 1,300.00                               | 1,300.00                    | -125.79                          | 3,047.91                        |

**Willow Glen Business Association**  
**YTD Profit & Loss by Class**  
July through December 2020

|                                   | Willow Glen Face Masks | Willow Glen Home Tour Books | Promotions & Events - Other | Total               | WGBA           |            |
|-----------------------------------|------------------------|-----------------------------|-----------------------------|---------------------|----------------|------------|
|                                   | Promotions & Events    | Promotions & Events         | Promotions & Events         | Promotions & Events | Administration | TOTAL      |
| <b>Ordinary Income/Expense</b>    |                        |                             |                             |                     |                |            |
| <b>Income</b>                     |                        |                             |                             |                     |                |            |
| <b>CBID</b>                       | 0.00                   | 0.00                        | 0.00                        | 0.00                | 0.00           | 106,572.94 |
| <b>Event Revenue</b>              | 485.10                 | 750.57                      | 0.00                        | 2,304.28            | 0.00           | 2,304.28   |
| <b>Total Income</b>               | 485.10                 | 750.57                      | 0.00                        | 2,304.28            | 0.00           | 108,877.22 |
| <b>Gross Profit</b>               | 485.10                 | 750.57                      | 0.00                        | 2,304.28            | 0.00           | 108,877.22 |
| <b>Expense</b>                    |                        |                             |                             |                     |                |            |
| <b>Advertising and P/R</b>        | 0.00                   | 0.00                        | 0.00                        | 0.00                | 0.00           | 250.00     |
| <b>Bank Service Charges</b>       | 4.63                   | 3.65                        | 0.00                        | 8.28                | 178.76         | 187.04     |
| <b>City Fees</b>                  | 0.00                   | 0.00                        | 0.00                        | 0.00                | 0.00           | 2,500.00   |
| <b>Contract Services</b>          | 0.00                   | 0.00                        | 0.00                        | 512.20              | 0.00           | 80,490.31  |
| <b>Dues and Subscriptions</b>     | 0.00                   | 0.00                        | 0.00                        | 0.00                | 65.00          | 490.00     |
| <b>Equipment Rental</b>           | 0.00                   | 0.00                        | 0.00                        | 0.00                | 0.00           | 3,862.14   |
| <b>Insurance</b>                  | 0.00                   | 0.00                        | 0.00                        | 0.00                | 410.99         | 3,550.55   |
| <b>Meetings</b>                   | 0.00                   | 0.00                        | 0.00                        | 0.00                | 59.09          | 59.09      |
| <b>Permits and Fees</b>           | 0.00                   | 0.00                        | 0.00                        | 0.00                | 10.00          | -1,290.00  |
| <b>Personnel</b>                  | 0.00                   | 0.00                        | 0.00                        | 0.00                | 20,027.55      | 38,805.27  |
| <b>Postage and Delivery</b>       | 0.00                   | 0.00                        | 0.00                        | 0.00                | 286.25         | 352.79     |
| <b>Printing and Reproduction</b>  | 0.00                   | 0.00                        | 983.25                      | 983.25              | 0.00           | 983.25     |
| <b>Professional Fees</b>          | 0.00                   | 0.00                        | 400.00                      | 950.00              | 0.00           | 10,722.45  |
| <b>Rent</b>                       | 0.00                   | 0.00                        | 0.00                        | 0.00                | 0.00           | 1,500.00   |
| <b>Retail Merchandise Expense</b> | -385.00                | 1,200.00                    | 0.00                        | -2,410.00           | 0.00           | -2,410.00  |
| <b>Supplies</b>                   | 0.00                   | 0.00                        | 0.00                        | 309.29              | 1,911.07       | 2,394.50   |
| <b>Telephone and Internet</b>     | 0.00                   | 0.00                        | 0.00                        | 0.00                | 395.18         | 1,318.87   |
| <b>Website</b>                    | 0.00                   | 0.00                        | 0.00                        | 0.00                | 0.00           | 511.92     |
| <b>Total Expense</b>              | -380.37                | 1,203.65                    | 1,383.25                    | 353.02              | 23,343.89      | 144,278.18 |
| <b>Net Ordinary Income</b>        | 865.47                 | -453.08                     | -1,383.25                   | 1,951.26            | -23,343.89     | -35,400.96 |
| <b>Net Income</b>                 | 865.47                 | -453.08                     | -1,383.25                   | 1,951.26            | -23,343.89     | -35,400.96 |