

## CHCA Minutes - October 2020

- 1) Attendance: Josh Hall, Emma Lindholm, Kathy Moore, AJ Perry, Alan Miroslaw, Chris Rule, Ron Sears, Will Pearce
- 2) Review/approval of prior month's minutes
  - a. September Minutes – Josh motioned, Will seconded, passed.
- 3) Treasurer's report
  - a. CHK Bal: \$7,881.69.
  - b. SAV Bal: \$5,386.41, \$1000 of which is reserved for the rainy-day fund.
  - c. 177 houses have now paid dues year to date, out of more than 700, vs 262 paid for all of 2019.
  - d. 43 contributions for the sign fund have been made so far in 2020.
- 4) Entrance Signs
  - a. Emma has received calls from residents inquiring as to the status of replacing the signs.
  - b. Josh volunteered to reach out to Ken Paul and to the City to get an update, to try to determine if they can specify what the cost would be.
  - c. Will suggested that we determine that if we have funds for only two out of the three signs at this time, that we replace the two in the worst shape.
- 5) Shelter House
  - a. The City notified Emma that they believed someone from the CHCA might have left the shelter house unlocked.
  - b. Emma assured them that it was not the CHCA, as she has been the only CHCA person with a key entering the shelter house post COVID-19.
  - c. Will suggested that it could have been Stanley Steemer who cleans about once a month or a member of the Parks & Rec staff.
  - d. Also, the City asked if the CHCA could publicize a survey to the neighborhood about what our residents would like to see in the way of new playground equipment. No commitment was given for CHCA action on this request.
  - e. On the other hand, we discussed that possibly the City's funds would be better applied to replacing/renovating the shelter house, in that the playground equipment seems serviceable as is.
- 6) Selby Apartments: VOTE
  - a. Emma briefly reviewed the request from Kelly McConaughy, 5623 Selby Ct, that the Selby apartment communities be included in the Courier distribution, flyer distribution and scholarship eligibility.
  - b. Will discussed his memo specifying, that if the CHCA approved this request, how he would update our CHCA documentation to ensure that Couriers and flyers would be distributed to the 81 apartments and condos, as a newly-created "Ad Hoc District #37, Selby Apts (Couriers)" with Kelly listed as the Trustee for this District. Kelly could enlist other folks who live in the apartments/condos to help her distribute the Couriers and flyers.
  - c. It was noted that residents in the apartments/condos are welcome to pay dues, but this is not a requirement for adding these residents to the CHCA.
  - d. Chris motioned to approve, Will seconded, passed.

- e. Chris will post on FB that the apartment/condos residents have now been officially added to the CHCA.
- 7) Halloween House Decorating Contest 10/20, Alan post an event to FB
  - a. Alan will post this event to FB.
- 8) Halloween Party 10/25, Alan post an event to FB
  - a. Alan will post this event to FB.
- 9) Food Drive
  - a. Alan will try to determine which leaders of the Boy Scouts and the Girl Scouts are responsible for the Food Drive.
  - b. Last year, Emma ended up preparing the publicity flyer for the Food Drive, which responsibility needs to transition to the leaders of the Scouts this year.
- 10) Luminary Kit Assembly – plan to submit to the City
  - a. Based on an e-mail dialog among the board members, Will prepared a draft of a plan requesting permission from the City for the CHCA to conduct a COVID-19 protocol-compliant Luminary Kit Assembly Event on the scheduled date of Saturday, December 5.
  - b. Will briefly reviewed details of how this plan would be implemented, including SignUpGenius for volunteers, and with never more than 8 volunteers continuously in the shelter house, and only up to 13 volunteers outside
  - c. Emma will e-mail this plan to her contact at the City to request permission.
- 11) Courier
  - a. Chris explained the following topics that would be included in the last Courier of the year, if we decided to publish one: Officer Elections, Food Drive, Luminary Kit Assembly and Lighting, Home Decorating Contest, and Holiday Party (if one, see subsequent topic).
  - b. The tentative deadline for decisions about events (e.g. Luminary Kit Assembly and Holiday Party/Celebration), and articles about these events, would be toward the end of October, with publication early to mid-November.
  - c. Also, a technically analogous topic to archiving Couriers, involves a request Emma received for posting the CHCA meeting minutes and agendas. Will briefly discussed that the most straightforward way to immediately implement this request would be thru a publicly-available archive on the website, accessed via a link in the Links pane of the website home page. Will briefly explained that using the CHCA Google Group to archive these documents had been abandoned 10 years ago, as too much overhead/lack of participation, in maintaining members of the group. If Tim or Emma would send Will all the 2020 items to date, Will would convert them from Word to PDF, standardize the document names, and archive them in a new directory on the website.
- 12) Open positions:
  - a. Children’s Holiday part FILLED! – should we cancel?
  - b. We brainstormed various alternative activities instead of the traditional holiday party ones (that is, children with Santa, many different families indoors doing activities in the shelter house, etc., does not seem feasible or permissible this year). For instance, possibly Santa would drive thru the neighborhood in the afternoon, during the same timeframe that the party normally takes place, dropping off candy canes.

- c. Emma will ask our new Event Chair Erin Zelinski-Righter if she has ideas, and also ask our event sponsor, Sarah Mullen, if she would be OK donating her funds for our revised activities.

13) 2021 Board

- a. Emma and Alan noted that if absolutely necessary, they could probably continue in their present roles.
- b. Chris noted he could continue in his role, but wouldn't want to assume the presidency.
- c. Josh had noted he would be willing to continue as Treasurer.
- d. Will had noted he was happy to continue as webmaster.
- e. Emma will review regarding posting a request for new officers on FB, in advance of the November meeting.
- f. Regardless, a vote to confirm/replace the given officer(s) has traditionally taken place at the November meeting.

14) Public Comments

- a. Ron noted that the effects of COVID-19 have been very disruptive to our CHCA events/services to our neighbors, and we need to continue to be creative to provide value to our neighborhood in return for the dues they pay.

15) Adjourn – Alan moved, Will seconded.