

CHCA Meeting Final Minutes
December 2022 - Approved 01/10/2023

1. Attendance - Leslie Caruso, Mary Ann Ogle, Adam Baas, Erin Zelinski Righter, Chris Rule, Will Pearce. Will wrote the minutes in Tim's absence.
2. Review/Approve prior month's minutes – Mary Ann motion, Adam second, passed unanimously.
3. Treasurer's report -
 - a) Fund Balances, revenues, expenses, invoices -
 - Adam e-mailed a Profit & Loss Statement as of 12/12/2022, which he referred to at the meeting.
 - There is one outstanding ad invoice, the vendor for which will probably be dropped from the 2023 Courier; also, there is one sponsorship to collect, which Adam is pursuing. Adam will ask Aldi to sponsor a large ad. We discussed the idea of raising the price of ads slightly, in that they may very well be underpriced for the value vendors receive from them.
 - Adam will prepare the 990-N for 2022, which he will file in January to both the IRS and the Ohio Attorney General.
 - b) Membership Drive - Adam noted that receiving dues for 2022 is probably complete, with a 32% participation, and \$3000 greater than 2021 (37% is the record participation).
 - c) Chris suggested the idea of a competition to see which street might have the highest dues participation rate, with a trophy with the winning street name printed each year, similar to the Stanley Cup, and possibly awarding another prize, such as funds from the CHCA to host their street's block party.
 - d) Will noted that Alan said last month that he is pursuing obtaining a Venmo payment option for dues.
4. 2023 Calendar and Courier Schedule
 - a) Leslie passed out copies for our final review of the 2023 calendar she had updated per our suggested edits. We discussed that the calendar looked fine, and Leslie will now submit our schedule of events to Parks & Rec to reserve the shelter house for these events.
 - b) We reviewed who has so far volunteered to be the Event Chairs for 2023. Erin volunteered to again be the Chair for the Holiday Party. We discussed that we understood that Jenny Kendall had volunteered to be the Chair for the 4th of July, but that we needed to find co-chairs or assistants for her, and that we should also be looking for some folks who live in the neighborhood to take over both the Chair and Co-chairs responsibilities for this event going forward.
 - c) We discussed two more ideas for the 2023 4th of July Event: Mary Ann suggested that we resume having a 50-50 raffle for the 4th of July, with a volunteer to sell tickets; and Chris suggested possibly selling hot dogs and/or hamburgers as a less expensive option to the food trucks; we would need to ask St Michael's for temporary use of one of the roasters we donated to them.

- d) Courier Schedule - Chris will use the same schedule for 2023 as for 2022, for the following 5 Couriers: End of January; Mid-March; Mid-May; End of September; and End of November.
 - e) We thanked Chris for a very professionally edited, well-written and entertaining 2022 year of Courier editions, and for the greater number of advertisers which increased the amount of money we could offer as scholarships.
5. Calendar Magnet? We discussed the next steps for obtaining the calendar magnets for 2023: Leslie will ask Cynthia MacKenzie if she wishes to sponsor the magnets again this year; if so, Leslie will send Cynthia a copy of the 2023 Events Calendar spreadsheet, so that Cynthia can review the proof of the magnet from GraphX, and Adam will then invoice Cynthia for this sponsorship along with the other multiple sponsorships Cynthia funds.
6. Welcome Wagon Status Update - Budget? Leslie noted that she had received an update from Heather regarding implementing Welcome Wagon functionality, with her main question being the budget for procuring any necessary supplies such as the Welcome Wagon bags into which to put the items distributed to new residents. Leslie volunteered to investigate/purchase appropriate bags to give to Heather and to donate the cost of the bags to the CHCA. Will reported that he had given Heather the box of leftover October and November Couriers.
7. December Events
- a) Luminaries - Thank you! Will reported that we ended up by around 10:00 AM with having non-rainy, comfortable weather for the 24 volunteers who completed kit assembly by around 11:00 AM. All but 5 Trustees were able to pick up their completed bundles before 1:00 PM; volunteers delivered the other 5 bundles to these Trustees, including one large bundle for which Al Smyth delivered the kits to all homes in the given District due to Trustee illness. Will noted that he observed around 95% participation for Luminary Night, with some streets at 100% participation, and the sidewalks (and streets) filled with folks, including strollers and pets, enjoying the great weather and decorations in the Hills. We incurred a 12% increase in supplies for 2022 due to inflation. We all thanked Will for his work in chairing the event.
 - b) Decorating Contest - Next Tuesday, December 20: Make sure your decorations are lit by 7:00 PM for judging!
 - c) Holiday Party - Thank you! Erin reported that eight volunteers provided for 108 children enjoying seeing Santa and participating in the multiple crafts including decorating baked cookies! One parent remarked to Erin that this event was the highlight of their weekend, and it was delightful to see so many people, including the parents, having such a great time! And two enterprising young journalists took advantage of Santa being present during the daytime to interview him for their newsletter. We all thanked Erin for her work in bringing this event back from its pandemic austerity to such a wonderful time for our neighbors!
8. Group picture of the CHCA Officers on the webpage - Will prepared a mockup of how a group photo of the CHCA Board might appear on the website Contact page, with the proposed "picture day" being the January CHCA meeting at the shelter house when all the officers should be able to attend.
9. Public Comments -
- a) We all thanked Leslie for doing a great job in leading the CHCA for 2022, including learning all the administrative details/issues, and including her active,

hands-on participation in each of our events – all of which has resulted in her being able to provide practical ideas for making these events even better for 2023!

10. Adjourn - Mary Ann motion, Leslie second.