

CHCA Meeting Final Minutes
April 2023 - Approved 06/13/2023

1. Attendance - Leslie Caruso, Mary Ann Ogle, Alan Miroslaw, Chris Rule, Will Pearce. Will wrote the minutes in Tim's absence.
2. Review/Approve prior month's minutes - Leslie motion, Alan second, passed unanimously.
3. Treasurer's report - Adam sent an e-mail with the updated YTD P&L as of 4/10, for the agenda topics:
 - a) Fund Balances, revenues, expenses, invoices -
 - The P&L has recognized the big expense items for the 4th of July (for Lasting Impressions and Cool Cats, see 4th of July Event below), which needed to be reserved early to ensure availability.
 - b) 2023 Ads and Sponsorships -
 - Adam sent follow up invoices to our outstanding Courier advertisers on 4/10, and will send out the remaining sponsor invoice this weekend.
4. 2023 CHCA Scholarship Applications -
 - a) Review of Candidates (3) - Prior to the meeting, Tim had forwarded the two applications received via the CHCA e-mail address and Adam had scanned the application received by mail. Thus, everyone had an opportunity to carefully review the applications prior to our voting at the meeting.
 - b) Vote on Scholarship Awards – Due to the qualifications of the candidates, the CHCA's current bank balances and our anticipated good financial condition at the end of 2023, the CHCA voted to award the following scholarships:
 - Gwenyth Miroslaw: \$2,500
 - Abigail Zalenski: \$1,500
 - Harrison George: \$1,500
 - c) Notify High School regarding award recipients by 4.24.23 (Leslie) - Having voted on the CHCA awards at this meeting, Leslie will be able to perform this notification in a timely manner.
 - d) Deliver Scholarships to TWHS – Leslie will coordinate with Adam to take care of the financial aspect; their award check will be given to each person upon verification of their enrollment in their given college.
 - e) Select CHCA Scholarship Presenter at the Awards Ceremony (5.19.23) - Leslie explained what an honor she felt to be able to present the CHCA scholarships for 2022, and asked if anyone else would want to have the honor this year; after some discussion, we felt that this function was most appropriately performed by our president again this year.
5. Upcoming Events
 - a) Trustee Dinner (5.9.23)
 - Mary Ann reported that she had met today with Dewey's to reserve the venue for our dinner, and had explained to Dewey's approximately how many people were expected to attend and what we would be ordering (2 big salad bowls, 4 to 5 pizzas with various toppings that the Trustees would specify, and beer, wine and soft drinks).
 - We discussed that we hand out the Trustees' CHCA Annual Dues Membership Packets after the dinner to the Trustees in attendance, and for those not attending, deliver their packets to their homes.
 - Each manila envelope packet has the explanatory letter from the president to the

Trustee affixed to the front of the envelope, and contains a Dues form letter for each resident in their District, specifying the various CHCA membership levels, and how to pay (online or via sending in the form with a check).

- Per previous discussion at the March meeting, Leslie and Chris will determine possible verbiage for the Trustee letter (this verbiage possibly will be repeated in the individual form letters to the residents), to specify a prize for the District which has the highest dollar amount of dues received and/or the highest percentage of residents paying dues. The prize might be a special recognition article in an upcoming Courier.

- Will prepared stamped addressed postcards to be mailed around May 1 to all Trustees, so as to be received shortly before the dinner as a reminder in addition to other publicity, such as on FB and on the Events magnet, and in the Events Calendar on the website.

- b) Neighborhood Garage Sale (6.10.23) – We discussed that Rachael is taking care of this event, per her article in the March Courier.
 - c) 4th of July Event - Amanda Rule is chairing the event, with consultation from Jenny and assistance from some other residents of Park Overlook. Chris reported on behalf of Amanda that:
 - The event planning is on schedule, and the big ticket items have been reserved from Cool Cats Site Entertainment (dunk tank, bounce house, water slide, and face painters) and from Lasting Impressions (the big tent)
 - Amanda is updating the documentation as planning proceeds, and various new activities are being considered: on the day before the 4th (e.g. a multi-team cornhole tournament or a euchre tournament, and a movie night under the tent) and for the 4th (50-50 raffle, additional midway games, shortened volunteer times for setup/conducting event/take-down), in addition to repeating popular activities from 2022, such as the water balloon toss, and Ron Sears' games from 2019. Also, to discuss with Courtney and Jeff possibly raising price for the 5K Run.
 - We discussed the legal liability and lack of technical expertise drawbacks involved in trying to purchase and put up our own large tent.
6. Other Business -
- a) Welcome Wagon Update
 - Heather has distributed Welcome Wagon gift bags to 15 new residents, which include Courier back issues, the 2023 Events Calendar magnet, and a house plant!
 - b) Easter Bunny Thank You
 - We wish to thank Kathi for leading another egg-ceptional Easter Egg Hunt this year, including her expert provision of a couple contingency baskets which Leslie was able to give to one distraught parent and her two kids who arrived late and thought that they had completely missed out. The CHCA also thanks Rory Hall for ensuring that her friend, one of the Easter Bunny's best helpers, was able to meet with so many happy kids this year!
 - c) Next Courier - Chris specified the following schedule for the next Courier:
 - Chris will send a letter to everyone around April 22 requesting content
 - Chris needs to receive submissions by everyone NLT the first week in May
 - Chris will edit the content for submission to Kate by May 7
 - Kate will perform final editing and submit final proof to GraphX by May 13
 - d) New Trustee for District #26 - Leslie and Will are recruiting to replace Scott Myers who resigned after 12 years of CHCA service! Thank you, Scott!
7. Public Comments - None
8. Adjourn - Mary Ann motion, Alan second.