

CHCA Meeting Final Minutes  
November 2023 - Approved 12/12/2023

1. Attendance - Leslie Caruso, Dave Nadolny, Alan Mirosław, Jim Rundle, Mary Ann Ogle, Erin Zelinski-Richter, Rachael Dorothy, Brittany Smith, Chris Rule, Adam Baas, Will Pearce. Will wrote the minutes in Tim's absence.
2. Review/Approve prior month's minutes - Mary Ann motion, Leslie second, passed.
3. Treasurer's Report - Adam prepared the YTD P&L as of 11/10/2023, along with an explanatory e-mail, the discussion topics for which were:
  - a) Fund balances, revenues, expenses, invoices
    - Revenue to date remained at \$23,500 (see September minutes for details). Checking balance is also in good shape at \$16,854, with a few big expenses left (Halloween Party, Luminaries, Holiday Party, Final Courier and Ice Cream prize). Adam confirmed that the Roof Detective and Erin Glowacki with Mark Neff Realty will again co-sponsor the Luminary event, the same as last year.
  - b) Membership Drive
    - We discussed and approved giving all homes in Mary Wetterauer's winning District #20, 522-584 Meadoway, a \$10.00 gift card as their prize, for their purchase of ice cream. Along with Mary and the homes in her district, the same gift cards will be given to Amanda Rule and her Park Overlook 4th of July volunteers as a special thank you for their work on this event.
  - c) Scholarship Fundraising
    - Adam assessed that after all 2023 expenses have been paid, we should be in great shape going into next year to match or exceed the scholarships we paid out this year.
4. November Courier
  - a) Chris plans to complete writing his articles for the Courier this evening, then submit the draft content to Courier Editor Kate. Thus, Chris is targeting getting the print-ready version to GraphX by the end of this week, with GraphX being able to print towards the end of next week. Will volunteered to pick up the Couriers when they are ready, and deliver the sorted Courier packets to all the Trustees.
5. 2024 Calendar and Courier Schedule
  - a) Leslie prepared a draft CHCA 2024 Calendar spreadsheet, for which, with input by the event chairs attending the meeting (Rachael, Brittany, Will and Erin), we determined the CHCA event dates for 2024. Leslie will submit the relevant part of her updated spreadsheet, which also includes the dates for the 2024 CHCA meetings, to Jennifer Button, with the timeframes for those events, to reserve the shelter house for the CHCA.
  - b) Chris reviewed the Courier schedule for 2024, including when the given Couriers would be published. Discussion was that only the first Courier of the year would be mailed, and that unfortunately some Trustees have not delivered the Couriers to their residents until after the events in the Courier have taken place. We then discussed, and unanimously approved, combining the January Courier with the February-March Courier.

Thus, the 2024 Courier schedule will be: Jan-Feb-Mar, published mid-February; Apr-May, published mid-May; September, published mid-September; November, published mid-November.

Since the refrigerator magnet is included in the mailing packet with the first Courier of the year, we discussed publishing an image of the magnet on Facebook and on the website, to get this information to residents earlier than towards the end of March.

#### 6. November Events

- a) Officer Elections/Transfer of Power - the results of the elections were:  
President: Mary Ann nominated Leslie to continue as President, Will seconded, and Leslie was elected unanimously.  
VP/Events: Mary Ann nominated Alan to continue as VP/Events, Will seconded, and Alan was elected unanimously.  
VP/Communications: Mary Ann nominated Chris to continue as VP/Communications, Will seconded, and Chris was elected unanimously.  
Treasurer: Mary Ann nominated Adam to continue as Treasurer, Alan seconded, and Adam was elected unanimously.  
Secretary: Brittany volunteered to run for Secretary; Adam nominated Brittany for Secretary, Chris seconded, and Brittany was elected unanimously. Brittany will write the minutes starting with the December meeting; the November minutes will be completed by Will.  
Webmaster: Mary Ann nominated Will to continue as Webmaster, Dave seconded, and Will was elected unanimously.
- b) Food Drive - Event Chair Erin reported that the food drive was a success, collecting over 1500 pounds of food, with 1/2 going to the food pantry at St. Michael Church and 1/2 going to Worthington Resource Pantry. The 11 Cub Scout and their family members volunteers used the Courier delivery districts street addresses, to ensure that all homes within the Colonial Hills Civic Association (CHCA) area were covered for donations pickup.

#### 7. December Events

- a) Luminaries - Event Chair Will reported that all tasks were on schedule and that all supplies had either been purchased or donated. The discussion for the following tasks for which meeting volunteers were requested was as follows:
  - Task #110 - By November 25, Leslie will write and e-mail the President's letter to the Trustees to ask if they no longer wish to serve as a Trustee, and to pick up their bundles at the shelter house on December 2.
  - Task #112 - The same as last year, Alan volunteered to contact the Trustees for Districts #1-12 to remind them to come pick up their bundles on 12/2; Mary Ann volunteered to contact Trustees for Districts #13-24; and Adam for Districts #25-40. Will is to provide the volunteers with a spreadsheet updated with current Trustee e-mails and phone numbers for their use in recording the results of their contacting the Trustees regarding their ability to pick up their bundles during the designated timeframe.
  - Task #230 - Mary Ann again this year volunteered to contact, and then go over to, Dunkin Donuts in Linworth to pick up the specified quantities of donuts, hot chocolate and coffee, to deliver to the shelter house between 9:30 and 9:45 AM 12/2.
  - Task #115 - Alan volunteered to turn the website Luminary Kit Assembly blogpost into a FB Event, so as to publicize the SignUpGenius link therein requesting volunteers.
- b) Decorating Contest - Dave volunteered to be the Event Chair for the Holiday Decorating Contest, 12/19 - thank you, Dave! Longtime Event Chair Kathi Godber retired from her Contest Decorating Chair position after the 2022 Holiday

Decorating Contest, and Leslie and Alan collaborated to lead the volunteers for the Halloween Contest judging (please see website blogpost for the winners of the Halloween Contest).

- c) Holiday Party - Event Chair Erin reported that tasks were on schedule for the Holiday Party, 12/10, and the activities this year would be similar to last year, such as treat bags, games and cookie decorating, and of course, a visit from Santa (who Leslie reported had already added the CHCA event to his calendar), and who is looking forward to using the comfortable rocking chair that Mary Ann will provide for his use in the shelter house back room, where he visited with 108 guests.

Erin has already posted on FB, requesting a similar number of volunteers as last year, around 8 kids and another adult volunteer. The budget will be the same as last year, and based on the inventory in the storeroom that Erin took after the meeting, she will purchase the necessary supplies. Adam will connect Erin with Sarah Mullen, Mullen-Hawkins Realtors, to see what involvement Sarah wishes to have with the planning and/or sponsorship for this Event.

#### 8. Public Comments

- a) Worthington Spotlight Box - Jim reported that the Worthington Spotlight newspaper box project is going forward. Jim has discussed details with a local carpenter who will create the design for Parks & Rec approval, then build the box, to be installed by the City beside the existing Little Free Library box at the east end of the Selby Park playground. Parks & Rec has discussed that the box will be designated as "Worthington Spotlight," and is an important component of the overall Worthington Age-Friendly project to provide accessible community events communication.
- b) Leslie thanked Brittany for chairing an excellent Halloween Party (see website blogpost), for which everyone in attendance heartily clapped and cheered!
- c) We congratulated Rachael for her (re-)election to City Council. Rachael reported that Boundless is offering its property for sale, wherein National Church Residences has the right of first refusal. We discussed that absent zoning changes, we understood that this area is restricted to schools, churches, parks and medical facilities.

#### 9. Adjourn – Will motion, Chris second.