

CHCA Meeting Final Minutes
March 2024 - Approved 04/09/2024

1. **Attendance** - Leslie Caruso, Will Pearce, Alan Mirosław, Adam Baas, Brittany Smith, Mary Ann Ogle, Dave Nadolny, Chris Rule, Michelle Roche, Ryan Roche, and Rachael Dorothy
2. **Review/Approve prior month's minutes** –*Mary Ann motion, Leslie second, passed.*
3. **Treasurer's report~2023 Final**

Adam sent the YTD P&L and confirmed there has been minimal activity in 2024 which trends with 2023. He also confirmed that he sent the Courier invoices to Tim Meacham and Cynthia MacKenzie. Adam stated that he will reach out to Dave and Leslie in April, so that they may go to the bank, which is the next step in transitioning the treasurer role to Dave.
4. **2024 Courier #2**

-Chris stated that he is planning to start in April for a targeted May distribution. He relayed highlights that the issue will include, such as an Easter follow-up, a thank you to the trustees, upcoming Fourth of July activities, the scholarship winner, and a plug for treasurer and VP of communications. Will offered to write a blog for treasurer; Dave and Adam noted that they will be available to train.

-Rachael voiced her concern about getting the garage sale note in the next Courier. Mary Ann confirmed that the event will be on June 15th; Chris assured us that it should be in the installment before the event.
5. **2024 CHCA Scholarship Applications**

-Brittany discussed that she is still unable to access the scholarship email. Leslie offered to help her work with Tim. Brittany stated that she will reach out to Tim and ask him to forward any applications as they transition the account.

-Ryan and Michelle announced Ryan's interest in the CHCA scholarship. Ryan gave an overview of his volunteer experience which included helping with the luminaries and baking cookies every year for the Christmas party. Ryan stated that he is a senior at Thomas Worthington High School and will be attending OSU in the fall to study aerospace engineering. Ryan asked if the letters of recommendation need to be confidential. Dave noted that the letter does not need to be confidential, and that he may attach it to the application. Ryan also asked for the group's preferred method to receive the application. The group noted that he may forward the application to any of the current officers.
6. **Upcoming Events**

~**Easter Egg Stuffing (3.16.24)**
Alan shared that he has everything at his house and that Kathi will be back by the 23rd. Mary Ann noted that she will bring hot chocolate, coffee, and twelve regular/twelve assorted donuts. Alan added that he will plug for volunteers.

~**March Buddy Box Packing (3.17.24)**
Alan stated that there are fifteen volunteers signed up and that the maximum is twenty, as the event can get crowded.

~**Easter Egg Hunt Event (3.23.24)**
Alan stated that he posted links for scholarships and other area scholarships.
7. **Payment Applications/QR Codes for Events ~ Discussion**

Alan sent an email explaining that he has been looking into using QR codes to track volunteer hours and collect payments. He shared two options in the email, Volunteerhub and Donorbox. Will responded via email with his reasons for recommending Donorbox and suggested forming a mini-project team with Alan, Adam and/or Dave, and himself to set up the CHCA as a 501(c)(3) non-profit. Adam confirmed that we have used his personal Venmo

for the Fourth of July the last two years and have been able to reduce our PayPal fee. He noted that he ran into issues creating an account for the CHCA as it required a social security card. The group agreed that a nonprofit QR code would be great at events such as the Fourth of July, and that we could have placards for wristbands, refreshments, and membership fees. The sub-group discussed and agreed to meet on March 19th at 7:30 pm to navigate the Donorbox website.

8. Other Business

Chris reported that Amanda confirmed the Fourth of July preparations are in full swing and the team is feeling great!

9. Public Comments

No public comments

10. Adjourn- *Mary Ann motion, Leslie second.*