

CHCA Meeting Final Minutes  
April 2024 - Approved 06/11/2024

1. **Attendance** - Leslie Caruso, Alan Miroslaw, Adam Baas, Chris Rule, Brittany Smith, Mary Ann Ogle, Dave Nadolny, and Rachael Dorothy
2. **Review/Approve prior month's minutes** – *Mary Ann motion, Alan second, passed.*
3. **Treasurer's report~Fund balances, revenues, expenses, invoices**
  - Adam sent the P&L report via email. From 2023 to 2024, the net income loss during the January to April term decreased by ~\$1,000. Adam followed up with sending the ads and noted that Cymack checked in. He confirmed that he had no financial concerns about paying out \$6,000 in scholarship money.
  - The group confirmed that Dave Nadolny is appointed interim Treasurer when Adam leaves. Adam said that he will call Dave to go to the bank. Dave mentioned that he posted on Facebook for the treasurer position. Chris suggested adding tags to catch attention. After the meeting, Will followed up that he adapted Dave's post into a website blogpost.
4. **2024 CHCA Scholarship Applications**
  - Review of Candidates
    - The group discussed the applications from the five candidates: Jack Pore, Lucia Cassel-Ramirez, Rory Hall, Ryan Roche, and Sarah Forman.
    - Leslie shared Will's input which he sent via email since he could not attend the meeting.
    - The group noted that Ryan and Rory stuck out as having the strongest volunteer experience. Dave communicated that he knew the applicants, and they were all great kids.
    - Dave suggested revamping the requirements/metrics. Suggestions included: asking the applicants to list all volunteer activities (instead of 2), including GPA, and better volunteer attendance logging. The group agreed that making the metrics more robust and streamlined would be helpful. Leslie suggested brainstorming the application process with Will. After the meeting, Will followed up regarding the validation of volunteers. His idea was to make sure each Event Chair sends a PDF scan of the completed sign-in sheets for their event to Alan; Alan would combine those annually into a PDF which Will would encrypt and post to the website.
  - Vote on Scholarship Awards
    - The group voted to award a total scholarship payout of \$5,750.  
*Leslie motion, Mary Ann second*
  - Notify High School about award recipients by 4.24.24 (Leslie)
  - Deliver scholarships to TWHS (Leslie)
  - Select CHCA Scholarship Presenter at the Awards Ceremony (5.17.24)
5. **Upcoming Events**
  - Trustee Dinner (5.14.24)
    - Mary Ann volunteered to ask Dewey's for accommodations for 30-35 people. Leslie confirmed that she will start on the paperwork (trustee packets). After the meeting, Will followed up that he will be mailing post cards to the Trustees and the CHCA officers regarding the Trustees Dinner about a week prior to the event.
  - Neighborhood Garage Sale (6.15.24)
    - Rachael noted that she needs to coordinate a Facebook post, including a map, with Alan. Alan confirmed that he can add a picture with the final map prior to event.
  - 4th of July (7.4.24)

- Adam said that Amanda has transferred bills to him. Chris relayed that she is feeling confident about the event.
- The group discussed the open house for Selby Shelter House on Monday 4.15.24. Alan said that he may create an online event.

## **6. Other Business**

- Welcome Wagon Update
  - Leslie noted that this is going well as shown by Heather's email. Heather was able to add in a coupon book from her contact at the Worthington Partnership.
- Easter Bunny Thank You
  - The group wanted to give a BIG THANKS to Rory Hall!!!!
- Storeroom Organizing Project
  - Alan proposed that the group meet to organize the storeroom on a Saturday prior to the 4<sup>th</sup> of July event (in April, May, or June). Dave noted that he was thinking of asking for second floor storage space at the open house. The date/time proposed to meet was May 25<sup>th</sup> at 10:00 AM.
- Search for Treasurer
- Chris communicated that a man in neighborhood asked him if he could do a courier insert for his business (Buckstop.us). He asked for an estimate. The group discussed pricing (full page=\$1,000 and half page= \$800). Chris confirmed that he will send him the rates but would need GraphX to confirm. He also noted that the amount of times he runs the ad will affect the cost. Adam offered to contact GraphX tomorrow and see what they say.

## **7. Public Comments**

No public comments.

## **8. Adjourn- *Dave motion, Mary Ann second.***