

CHCA Meeting Final Minutes
August 2024 - Approved 09/10/2024

1. **Attendance** - Leslie Caruso, Matt McKeegan, Alan Miroslaw, Chris Rule, Brittany Smith, Will Pearce, Mary Ann Ogle, Ron Sears, and Rachael Dorothy
2. **Review/Approve prior month's minutes** – *Mary Ann motion, Will second, passed.*
3. **Treasurer's report**
 - **Fund Balances**
 - Matt sent the P&L reports (one comparing to the full year, 2023, and the other comparing through 8/7/2023) via email.
 - Matt said that we had about \$17,173 in our checking and about \$3,501 in our savings at the end of July 2024. Matt noted that 5K race income was slightly lower in 2024 compared to 2023, but some expenses were outstanding. Will noted that we had 160 racers this year and 201 last year. Matt received the final payment for the 5K race on the Friday following the meeting and shared the income amounts, \$4,815 (2024) and \$6,271 (2023), via email.
 - **Membership Drive Results to Date**
 - Matt shared that membership drive results are at about the same place as last year, but slightly behind.
 - **Financial Reporting Options/Quest for Quickbooks replacement**
 - Matt shared that he investigated CD rates. Matt noted that we could earn \$400-\$500 a year with this type of investment. Regarding concern over maintaining a minimum balance, he noted that the lowest he has seen in the CHCA account is about \$10,000, with the average around \$16,000. Chris suggested that he check NerdWallet for options. Chris also suggested that he investigate money market accounts to earn more interest.
 - After the meeting, Matt sent an email stating that he investigated money market accounts. He found a promotional rate from Huntington to open a money market account at 5% interest. To qualify, the CHCA would need to maintain a \$10,000 balance in the account. He noted that we currently have \$20,000 in the account. This would allow us to earn more than \$500 annually with zero risk.
4. **New Business/Upcoming Events**
 - **Storeroom Organizing Project 9.28.24**
 - Alan confirmed with Jen Button that we have the shelter house on this date at 10:00 AM.
 - **Halloween Decorating Contest**
 - Alan announced that Dave Nadolny volunteered to chair both the Halloween and Christmas decorating contests. Thanks Dave!
 - **Halloween Party**
 - Ron presented the self-service picture button ordering system which he and Brittany discussed adding to the Halloween party. The group suggested sending the pictures to the CHCA email. Brittany offered to use her personal Venmo to accept payments. Ron emailed Brittany after the meeting and stated that he will investigate creating a Venmo account, as he will be hanging around to answer questions and accept cash payments. Will suggested having the form formatted so that it can serve as an audit trail. It could include the customer's Venmo address and sequentially display the process steps.
 - Ron offered to lend a tent to Cymack. Leslie offered to check with Cynthia.
 - Leslie offered to help Brittany with the event. The group restated the idea of having a committee for events. Matt suggested creating a volunteer bank which would include a network of volunteers. Brittany suggested including options for preferences.

-Alan asked the group if we need to regain control of the neighborhood Facebook page for ease of CHCA postings. The group noted that, previously, the CHCA president managed the page. Rachael offered to reach out to the current administrator.

5. Next Courier~ Target Date for Publication

- For the next courier, Chris said he is targeting end of August to have the copy done and mid-September for distribution. He stated that two sponsors reached out. The Roof Detective offered their support for future events. Matt suggested the Luminaries. Will confirmed that the Luminaries already has a sponsor.
- After the meeting, Matt emailed that we are waiting on payments from one sponsor for 2024 Courier ads.
- Will confirmed that he sent his Fourth of July draft to Amanda and will send it to Chris after she approves it. Ron asked if we knew the profit from Buttons. Chris noted that it is hard to differentiate between the types of Venmo transactions. Will asked for a result for Kona Ice. After the meeting, Matt emailed and confirmed the Kona Ice bill was \$990. He confirmed that Cymack annually contributes a generous sum that exceeds this amount. Erin also contributed to the event. In his email, Matt suggested that we raise the sponsorship amount, or cap the Kona servings to 250.
- The group discussed how to replace the district #37 trustee, who resigned due to moving. Will noted that the district has 81 couriers. Leslie announced that she reached out to see if she has a replacement. Alan suggested two people cover the district. If we are unable to find a replacement, Will suggested allotting the couriers to three groups. Matt suggested we add something more visible to the front page of the Courier asking for a new trustee. Will offered to reach out to Chris to add this to the next Courier.

6. Public Comments

- No public comments.

7. Adjourn- *Mary Ann motion, Will second.*