

CHCA Meeting Final Minutes
December 2024 - Approved 1/14/2025

1. **Attendance** - Leslie Caruso, Matt McKeegan, Brittany Smith, Will Pearce, Mary Ann Ogle, Dave Nadolny, Ron Sears, Erin Zelinski, Brian Shininger, Eric Dotseth
2. **Review/Approve prior month's minutes** – *Mary Ann motion, Will second, passed.*
3. **Treasurer's Report**
 - **Fund Balances, revenues, expenses, invoices**
 - Matt sent the P&L reports (one comparing to the full year, 2023, and the other comparing through 12/07/2023) and reconciliation forms for the CHCA accounts through November, via email. The account balances are Checking ~\$352, Savings ~\$501, and Money Market Savings ~\$20,221. He included example reports from Zoho books and confirmed he plans to switch in January 2025.
 - Matt said the balances are in line with last year apart from the 5K race income being down. He said we are ahead in membership dues and sponsorship money is coming in. He noted that the outstanding 2024 expenses include the Luminaries and Holiday party. Will communicated that the Luminaries expenses were \$949.81.
 - Matt said he filed a subsequent appointment of agent, which lists the agent who does filings on behalf of CHCA, with the State of Ohio. Matt also said he will investigate what document the state requires filed every five years. Will suggested that Matt look into the administration section of the website for the documentation, and Dave suggested he check the treasurer's notes.
 - Matt suggested to set budgets for the events. Leslie noted that we need to encourage participation from the Chairs. Leslie volunteered to reach out to Chris and Kathi to get feedback prior to the January meeting.
4. **2025 Calendar Reservation Status/2025 Event Chairs**
 - The group agreed on the calendar and the corrections that Will sent via email.
5. **2025 Calendar Magnet**
 - Leslie said she will reach out to Cynthia who sponsors the magnets.
6. **Trustee Prospects for Districts #36 (Luminaries) and #37 (Couriers)**
 - Rachael was unable to attend but volunteered via email to be the new Trustee for district #37. She noted in her email that she could maintain her current district, #34, until there is a replacement. Will noted that her current has only 20 Couriers, so it should be easy to find a replacement. Thanks, Rachael!
 - Will confirmed he will write a letter after the first of the year and distribute to the residents of Rachael's current district.

7. December Events and Thank You's

- **Luminaries (Will Pearce!)**
 - Event Chair Will shared a recap of the Luminary set-up. The twenty-nine adult volunteers and thirteen youth volunteers helped to assemble the 902 kits by 10:50 A.M, one of the fastest times on record! Will said he sent Matt an email and the total expenses came in at \$949.81, just under the \$950.00 budget. Will noted there was zero inflation. He communicated that there was an excess of muffins and bagels and suggested that we cut the orders in half next year to save money. Excellent job, Will!
- **Holiday Party (Erin Zelinski-Righter!!)**
 - Event Chair Erin said four teenagers and no adults have volunteered. She said she can post again on Facebook and that it is an event on the neighborhood page. Will said he will do a blogpost requesting volunteers. After the meeting, Will sent the blogpost via email to Erin for review. Mary Ann confirmed she will bring the new rocking chair to the event.
- **House Decorating Contest (Dave Nadolny!!)**
 - The group agreed the neighborhood is looking festive. Keep it up, neighbors!

8. Public Comments

- Ron Sears came to discuss the July 4th event. He said she reached out to the Fire Department to see if they can provide any services that we could use. He shared that services include certifications, fire demonstrations, cooking safety, and a smoke alarm program. He asked the group for feedback. Erin suggested that he ask them to bring the truck. Ron asked if we should give them a tent. The group agreed it would be a good educational opportunity and suggested to include the police department as well.
- Ron distributed a draft list of activity ideas to fill his eight tents. The list included six activities: Bubble Wack, Riot Ball, Gravity Well, Picture Prints \$s, Treasure Hunt, and Aerodrome. The group discussed the two games not included in 2024, Treasure Hunt and Aerodrome.
 - Ron explained the concept for Treasure Hunt is to bury old coins shallowly throughout the field and give contestants a metal detector to find them. Erin mentioned that the library loans out metal detectors. Brittany suggested reaching out to a local ice cream shop to see if they are interested in contributing tokens (for free cones and treats) as a substitute for a portion of the coins. The group suggested reaching out to the local DQ.
 - Ron explained the concept for Aerodrome is to create a flight path for a tethered, remote-controlled airplane that kids could operate. The group talked about using flight glasses. Leslie suggested a demo of the activity.
- Ron asked for feedback on other game ideas. Leslie suggested he reach out to Amanda to gauge which type of games had the most interest. Erin noted that plastic ax throwing has become popular.
- Ron added that his new printer can print scrolls. He envisions a large banner for the event.
Thanks for bringing inventive ideas, Ron!
- Ron also said he is in the process of creating tools the public can use to speak up.

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