

CHCA Meeting Final Minutes  
July 2025 - Approved 8/12/2025

1. **Attendance** - Leslie Caruso, Matt McKeegan, Alan Miroslaw, Mary Ann Ogle, Will Pearce, Lis Rundle, Ron Sears, Brittany Smith
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 and reconciliation forms for the CHCA accounts (Checking, Savings, and Money Market Savings) for June 2025 (and the June report from 2024), via email. The account balances are Checking ~\$7,151, Money Market Savings ~\$13,539, and Savings ~\$501.
    - Matt noted there are still checks that need cashed.
  - **Membership Drive Results to Date**
    - Matt said membership dues are about \$1,000 under last year's total at this point in the year. Alan noted he collected about \$85 towards membership dues during the Fourth of July event, but he does not yet know the amount that Chris collected during the event.
    - The group discussed the idea of cutting down on costs by providing four instead of five Courier installments. Matt suggested targeting a newsletter delivery every three months, starting in February each year. Thus, next year, a target schedule for each issue would be as follows: January/February, May, October, and early November. This modification would still cover all events and important announcements.
    - The group discussed ways to increase neighborhood participation and CHCA presence. Alan suggested changing the picture on the cover page of the Colonial Hills group Facebook page to a picture of the magnet, which includes the annual schedule of CHCA events. Alan also suggested posting more on Facebook.
  - **THANK YOU**
    - The group gave a huge shout out to Ron and Amanda for the booming Fourth of July event. Ron noted his tent set-up system will be sustainable for next year. The group also thanked Mary Ann for her expertise in directing an orderly bike parade and Will for his continued support. Ron gave a shout out to Barrett for designing the creative graphic signs, which made the games pop, and Chris for supplying the festive bunting flags that lined the sides of the tents. Furthermore, the group thanked the number of young volunteers who showed up. The group noted that although recruiting volunteers for CHCA events continues to be a hurdle, it was impressive that volunteers fully covered the activities across all three shifts. Ron noted we may have better luck staffing the volunteer stations if we cut back to two shifts at the event.
    - Mary Ann said that Amanda requested a 10:15 AM start for the bike parade next year. The group noted that adjusting the time would allot more time for game set up and provide enough time to fill the dunk tank and duck pond with water. Will noted that it would also be helpful to have the volunteers arrive about 15 minutes prior to starting the games. Thus, next year, a target schedule would be as follows: bike parade line up at 10:10 AM, bike parade at 10:15 AM, event volunteers arrive at 10:15 AM, and games start at 10:30 AM. Ron asked about extending the event duration, and Mary Ann confirmed that planning for about two hours of activities is typical and sufficient as historically the crowd begins to significantly clear around 1:00 pm
    - Ron asked for feedback on the games. He confirmed his primary issue was finding volunteers. Ron suggested sending personal thank you letters to all volunteers, in addition to publicly acknowledging their service by thanking the volunteers, individually, in the next Courier. The group noted that we may be able to find volunteers' addresses in

SignUpGenius. Ron summarized his review of his games as follows: Bugs in a Rug never worked, Air Race was a hit, Buttons and Pictures was great until it ran out of an essential supply component, Bubble Whack and Riot Ball both did well, Axe Throw was a crowd pleaser, and Gravity Well may need tweaked. Ron also noted a winner from Air Race forgot to collect his prize, and he would like to deliver the prize to him. Will suggested trying a Facebook post to locate the game participant.

- **Bike Decorating Contest**

- Mary Ann said she gave the names of the winners and judges of the bike decorating contest to Will. Will said he plans to do a recap and blogpost for the event and will announce the Kiddie Parade winners. Will said the post will also include race results and the watermelon contest. Thus, he added he will require a few days to complete the posts but should finish by this weekend. He noted that Chris can pull from his posts for the Courier article.

#### 4. New Business/Upcoming Events

- **Buddy Box Packing Event**

- The group confirmed the buddy box packaging event date of August 10<sup>th</sup>. Alan said he will do a SignUpGenius due to the cap on the number of volunteers (20 people).

- **Halloween Decorating Contest**

- Alan said he will reach out to Dave, who chaired the Halloween Decorating Contest last year.

- **Halloween Party**

- Brittany confirmed she can chair the Halloween Party, and is open to receiving help, including a Co-Chair. Alan offered to post for a Co-Chair on Facebook.
- Brittany said she will need to get into the shelter house in August-September to complete an inventory prior to planning/ordering.

- **Courier**

- The group confirmed we are targeting the August for the next Courier.

#### 5. Other Business

- **Boundless Presentation of 6.19.25 6:00 pm/Communication to residents**

- Mary Ann, Ron, and Will shared that they attended the Boundless presentation and noted there were about 30-40 people there. Ron said he may reach out to an attendee for meeting notes. The presentation attendees said another meeting, which will need publicized, is projected for the end of July/beginning of August.
- Ron said that in the spirit of Boundless being our neighbor, he gave Boundless a list of his games and offered to supply the games to Boundless for use at their events.

- **Public Comments**

- Ron said he plans to organize a public innovation session for Colonial Hills neighbors to gather citizen opinions (public data) on the Comprehensive Plan. Ron encouraged everyone to talk to their neighbors about the plan and noted he will keep the CHCA posted.
- Matt said he received a note inquiring about the withdrawal of the Fourth of July sidewalk flags. The group confirmed our sponsor no longer provides the flags because of past complaints.

#### 6. Adjourn- *Mary Ann motion, Will second.*