

CHCA Meeting Final Minutes
July 2026 - Approved 08/11/2026

1. **Attendance** – Leslie Caruso, Rachael Dorothy, Lindsay Gwozdz, Matt McKeegan, Alan Miroslaw, Mary Ann Ogle, Will Pearce, Chris Rule, Lis Rundle, Ron Sears, Brittany Smith
2. **Review/Approve prior month's minutes** – *Leslie motion, Will second, passed.*
3. **Treasurer's Report-Fund Balances, Revenues, Expenses, Invoices**
 - **Fund Balance-**
 - Matt noted that he would send the bank reconciliation forms via email. The account balances were \$976 in savings, \$5,295 in checking, and \$13,405 in the money market savings account.
 - **Membership Drive Results to Date**
 - Matt reported that expenses for Easter activities and board meetings are currently trending slightly under budget. However, he noted that several outstanding expenses related to the Fourth of July event, including the 5K invoice, have not yet been received. He also commented that event pricing was not increased this year and expressed hope that rates could be adjusted next year, particularly as the CHCA anticipates higher costs with the new vendor.
 - Matt reported that membership dues are tracking close to last year's levels and remain slightly under budget. In contrast, both picnic revenue and *Courier* sales exceeded budgeted targets.
 - Matt also shared a thank-you note from scholarship recipient Alex, which the group appreciated and agreed was a thoughtful gesture. Additionally, based on feedback received, the group agreed that both the Dairy Queen treats and Boy Scout food offerings were highly successful and well received by attendees.
4. **Next Courier ~ Target Date for Publication**
 - Matt reported that the GraphX invoice for the most recent *Courier* publication remains outstanding. The group noted that the next issue is scheduled for August, with distribution in September, followed by a November issue to be delivered in December, aligning well with the CHCA event schedule.
 - Leslie thanked Rachael for her work coordinating the Garage Sale, and Alan confirmed that the Volunteers of America truck was present for the event. The group agreed that having the Volunteers of America truck on-site continues to be a valuable and well-appreciated service.
5. **4th of July Wrap Up**
 - **THANK YOU**
 - Leslie extended a heartfelt thank-you to everyone who attended and volunteered their time to help make the event a success.
 - Chris reported that Amanda distributed a post-event survey and shared several suggestions from residents for future celebrations. Ideas included traditional activities such as a three-legged race, water balloon toss, and sack race, with an emphasis on adding more competitive games geared toward teens and tweens. Additional recommendations included incorporating an art activity and placing signage throughout the event area to highlight the times and locations of key activities. Ron offered to assist with creating signs should the group decide to move forward with that idea.
 - Chris also shared suggestions for a community bike-decorating activity to be held the evening before and/or the morning of the event. Mary Ann suggested involving teens in helping younger children decorate their bikes prior to the parade. Another recommendation was to include a balloon artist as part of the festivities.

- The group agreed that it would be beneficial to develop a detailed event setup diagram and planning guide for future years. Will noted that Amanda had already begun documenting event processes. Ron and Will agreed to work on creating a setup manual for the tents and to continue refining the overall event plan.
- Ron expressed appreciation for Randy Sanders and his exhibit, suggesting that hosting the exhibit every other year may be sufficient to maintain interest and allow attendees to fully enjoy it. The group agreed that a thank-you note should be sent to Randy, and Ron offered to provide his contact information to Leslie.
- Ron also noted that the wooden tables used for Bubble Whack amplified the noise level and shared that he plans to build a platform for future events to help reduce the sound. The group concluded by extending special thanks to Chris, Amanda, Ron, and the entire event team for their hard work and dedication.
- **Bike Decorating Content**
 - Mary Ann gave Stella's third-place ribbon to Chris for delivery, as he is Stella's neighbor. She also noted that this was the first year electric scooters participated in the parade. They joined at the end of the procession and were respectful and considerate throughout the event.
 - The group extended special thanks to Mary Ann for her many contributions and efforts in helping make the contest a success.

6. Upcoming Events

- **Author Book Signing and Reading (August 1st Shelter House)**
 - Will reported that he has been in contact with Sharyn and that the release of her book has been delayed, making it unlikely that copies will be available for the August 1 reading event. He noted that he plans to publish a blog post that evening featuring her revised material. Although the book will not be available, Sharyn will lead a group reading of the first chapter. Refreshments will also be served. Will further noted that Sharyn will not be permitted to sell books from the Shelter House during the event. Leslie encouraged the group to attend, noting that she had a very positive experience at the previous book signing despite not knowing what to expect going into the event.
- **Halloween Decorating Contest**
 - Alan confirmed that he will contact Dave Nadolny to determine whether he is interested in serving as chair of the Halloween Decorating Contest again in 2026.
- **Halloween Party**
 - Lindsay introduced herself to the group. She has lived in Colonial Hills for four years and has a dog. After volunteering alongside her sister during the Fourth of July celebration, she expressed interest in becoming more involved in the community.
 - Lindsay also expressed interest in chairing the Halloween event and exploring the possibility of securing sponsorship from her company. Brittany welcomed the transition and shared her contact information with Lindsay following the meeting. Brittany noted that she will provide Lindsay with a list of activities, supplies, and other event details from last year's Halloween celebration and will be available to offer as much or as little support as needed during the transition.
 - The group confirmed that a speaker is available for both the Halloween and December Holiday parties and can be used to provide season tunes.

7. New Business

- The group revisited the topic of obtaining liability insurance for the CHCA and agreed that it is an initiative worth pursuing. Lindsay, who is an attorney, volunteered to contact her broker to obtain quotes. Matt also offered to reach out to advertisers in the *Courier*.
- Alan reported that he has resigned as the Cub Scout Charter.

8. Public Comments

- There were no public comments.

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