CHCA Meeting Final Minutes
September 2026 - Approved 10/13/2026

1. **Attendance** – Leslie Caruso, Matt McKeegan, Alan Miroslaw, Mary Ann Ogle, Will Pearce, Lis Rundle, Brittany Smith

2. **Review/Approve prior month's minutes** – *Mary Ann motion, Will second, passed.*

3. **Treasurer's Report**
    - **Fund Balance-**
        - Matt sent the August P&L and bank reconciliation forms via email. The approximate account balances were $500 in savings, $5,916 in checking, and $16,920 in the money market savings account.
    - **Membership Drive Results to Date**
        - Matt sent the top ten districts for membership participation dues through August 2026 via email. The group wanted to give a huge shout out to District 4 (416-500 S. Selby) for its top performance along with recognition of the other top-performing districts. Matt reported that he planned to author an article for *The Courier* highlighting membership dues participation rates. Mary Ann asked about the income from the 5K race. Matt explained he had received the revenue but had not yet received the invoice. He noted that if he does not receive the invoice, the organization will finish well ahead of budget. However, without the invoice, it will not be possible to accurately benchmark race service costs against race income. Matt further noted that he still expected approximately $1,800 in expenses.
        - Matt reported that membership participation remained ahead of last year's pace but was still tracking below budget based on the four-year average. He estimated that the year-end result would likely be $300-$400 below budget. Matt observed that districts with active trustees appeared to have the highest participation rates. Alan noted that he had made a Facebook post approximately one week after the previous meeting, and Leslie suggested increasing outreach around the holiday season. Matt recommended studying Lis' approach to membership outreach, noting her success in generating participation within her district. The group agreed that trustee engagement is a key driver of membership participation and discussed encouraging trustees to attend one or two CHCA meetings annually, as well as the Trustee Dinner. Members reiterated the importance of continuously encouraging neighborhood residents to seek opportunities to serve as trustees and officers. The group discussed how increased turnover and recruitment of new volunteers may improve engagement. Mary Ann suggested that CHCA announce at each event, both before and during the event, that the CHCA is actively seeking volunteers, officers, and trustees and welcomes ongoing community participation.

4. **New Business/Upcoming Events**
    - **Halloween Party/Pumpkin Patch (10.25.2026)**
      Leslie asked whether Lindsy had contacted anyone regarding the Halloween Party. Brittany reported that she had previously sent Lindsy an overview of the event, and Matt had provided the event budget, but neither had received any recent follow-up communication. Leslie stated that she would reach out to Lindsy to confirm the status of planning and determine whether she required any assistance.
    - **Halloween Decorating Contest (10.27.2026)**
      The group reconfirmed that Dave Nadolny would serve as Chair of the Halloween Decorating Contest.
    - **Troop 331 Food Drive (11.7.26)**

Alan reported that he had reached out to the Boy Scouts that day to confirm the event date and determine whether they needed a flyer.

- **Officer Nominations/Applications**
  The group confirmed the plan to include information in both *The Courier* and Facebook posts encouraging neighbors to run for officer positions. The group agreed that ongoing recruitment and visibility of opportunities are important for sustaining engagement and building future volunteer participation.

5. **September Courier**
   - Leslie noted the September *Courier* was progressing well. Will and Leslie reported that they had submitted their articles, while Matt confirmed that his article on membership participation was still outstanding. Alan mentioned an email he had shared from Luke's Auto inviting neighborhood residents to a Trunk or Treat event scheduled for October 24, one week before Halloween. The group viewed Luke's Auto's outreach and interest in hosting a neighborhood-focused event as a positive sign of local business engagement and community involvement. Alan confirmed that he would post the information on Facebook and asked whether it should be included it in *The Courier*. Matt stated that he would contact Evan regarding potential sponsorship for the Holiday Party, noting that the event did not have a sponsor last year. Matt further explained that the CHCA had secured sponsors for the Luminaries event last year; however, the CHCA did not secure a sponsor for the Holiday Party, unlike the previous year.

6. **Public Comments**
   - Lis raised a concern regarding the Holiday House Decorating Contest signs, noting that Dave Nadolny had previously commented that the existing signs were large, heavy, and in need of replacement. The group discussed the possibility of reaching out to the Boy Scouts and presenting the replacement of the signs as a potential service project, with the CHCA covering the cost of the materials. Alan agreed to ask whether the Scouts would be interested in taking on the project. Mary Ann noted that the Holiday Decorating Contest signs are more elaborate than the Halloween Decorating Contest signs. During the discussion, the group revisited the structure of the contest and confirmed that there are five categories for the Holiday Decorating Contest. While acknowledging that the existing signs are heavy, the group noted that their weight contributes to their durability and stability during winter weather. The group discussed potential design improvements, including creating new bases or footers for the signs, which they felt might be a project Ron would enjoy. Alan also suggested constructing sign supports like sawhorses as an alternative approach.
     Following the meeting, Alan reported via email that he had received verbal confirmation that the Cub Scouts would build nine new signs. He shared that he had emphasized that the new signs should be lighter than the existing versions.

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