CHCA Meeting Final Minutes
October 2026 - Approved 11/10/2026

1. **Attendance** – Leslie Caruso, Alan Miroslaw, Mary Ann Ogle, Will Pearce, Lis Rundle, Brittany Smith, Ron Sears, Lindsy Gwozdz, Brice Dobler, Dave Nadolny, Max Wright, Erin Zelinski

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

3. **Treasurer's Report**
   - **Fund Balance-**
     - Matt, who was unable to make it to the meeting sent the YTD P&L, monthly bank reconciliation forms, and updated 2026 budget via email. The approximate account balances were $500 in savings, $6,342 in checking, and $16,941 in the money market savings account.
   - **Treasurer's Report-**
     - Lis summarized Matt's update. Matt reported that although the CHCA budget anticipated a slight loss in 2026, the organization is currently trending toward breaking even or potentially realizing a small profit for the year. Matt also noted that CyMack has already paid its sponsorship for the Halloween event and that he followed up with Lindsy regarding sponsorship participation. Lindsy confirmed that she intends to sponsor the Halloween Party through her company.
     - Matt confirmed that he will reach out to The Roof Detective and Erin Glowacki to determine whether they are interested in sponsoring the Luminary event again this year. He also plans to contact Luke's Auto regarding potential sponsorship of the Christmas Party. Matt asked the group to share any additional sponsorship leads for consideration.
     - Matt reported that the search for insurance coverage has been more challenging than anticipated, as not all carriers offer General Liability coverage to organizations like the CHCA. He has been referred to several additional providers and the first quote he received so far was for $1,027 annually for General Liability Insurance and $428 annually for Directors and Officers (D&O) Liability Insurance. Matt expects to obtain one or two additional quotes before the November meeting, at which time he suggests the group can discuss insurance options and determine a path forward for 2027.

4. **New Business/Upcoming Events**
   - **Halloween Party/Pumpkin Patch (10.25.2026)**
     - Lindsy, the new Chair, noted that she plans to connect with Brittany regarding outstanding planning items for the Halloween Party/Pumpkin Patch event.
       - Crafts: Brittany recommended first taking inventory of any remaining craft supplies in the shelter house before purchasing additional materials. Many kids enjoy doing more than one craft, however, there may be leftover craft kits in the bins.
       - Games: Brittany advised checking the shelter house for existing game supplies and noted that volunteers typically set up three to four games for the event.
       - Snacks: Brittany recommended planning for approximately 100 children and suggested providing individually wrapped water, pretzels, and fruit snacks.
       - Candy: Brittany confirmed that Costco is a good source for bulk candy purchases. She shared that she and Leslie typically purchase more than 1,000 pieces of candy for the event.
       - Prizes: Brittany noted that a mix of small and medium-sized prizes is typically provided, with medium-sized prizes generally representing a large portion of the budget. She confirmed Amazon would serve as a good source for prize purchases.

    - Pumpkin Patch: Brittany and Leslie confirmed that Cynthia and her crew typically arrive prior to the event to set up the pumpkins in the field. Cynthia's team may also provide additional decorations and photo-op displays as part of the setup.
  - Alan confirmed that volunteer recruitment has been posted at the higher end of Lindsy's requested range and estimated volunteer signups are currently about two-thirds full, including approximately six volunteers for candy distribution and two to three volunteers each for games and crafts. Lindsy also plans to recruit some youth volunteers herself.
  - Ron shared an opportunity through a neighbor who participates in the **501st Legion**, a volunteer organization that dresses as Star Wars characters for charitable events. Ron noted that the volunteer(s) could dress as a Stormtrooper if a changing area is available or as a Jedi if not. Lindsy expressed interest, and Ron agreed to complete the organization's formal event request process online. Erin suggested purchasing a backdrop from Amazon to create a themed photo opportunity.
    Note: After the meeting, Ron clarified that Lindsy or a CHCA officer, such as Alan, needs to go to the 501st Legion website to request a visit.
  - Lis asked whether the Worthington Fire Department would be attending this year. Ron noted that the event is likely already on their rolling calendar, but suggested Lindsy confirm directly with the city.
  - Lindsy asked about music for the event. Alan said he would check with Chris regarding a speaker and microphone that had previously been purchased for the Fourth of July celebration. The group also confirmed there is no designated rain date. In the event of inclement weather, activities will be held in the pavilion and shelter house as needed. Brittany noted that the event has historically had favorable weather.
- **Halloween Decorating Contest (10.27.2026)**
  - Dave noted that he already has plans for volunteer support and confirmed he will take the event signs with him following the meeting.
- **Troop 331 Food Drive (11.7.26)**
  - Erin reported that she picked up the event flyers today. The Scouts will distribute flyers over Halloween weekend, with food collection scheduled for November 7. Planning remains on track with no significant changes. Erin noted that donations are measured in pounds, and they typically receive an impressive amount, enough to fill two to three truckloads. Donations are generally divided between Worthington Resource Pantry and St. Michael Church. Erin has been coordinating the effort for the past three to four years.
- **Officer Nominations/Applications**
  - Leslie reiterated that the CHCA is actively seeking neighbors and friends to step into leadership and volunteer positions as the organization approaches its upcoming election. She encouraged interested residents to consider getting involved, noting that serving on the CHCA is both a rewarding and meaningful opportunity to contribute to the community.
- **Luminary Preparation (12.5.26)**
  - Will confirmed that preparations for the Luminaries event are on track and noted that the process is well established after many years of coordination. Mary Ann confirmed that she will be present during the event and will provide coffee, hot chocolate, and donuts for volunteers and attendees.
- **Children's Holiday Party (12.13.26)**
  - Erin noted that the individual who served as Santa for last year's event has reached out and is willing to participate again for $250. Dave suggested making an additional post on Facebook to seek either an event sponsor or a volunteer Santa. Alan recommended reaching out to Luke's Auto, which has previously expressed interest in supporting CHCA activities, and volunteered to make contact. He also suggested contacting Roof Detective, noting their history of generous sponsorship. The group agreed to revisit the Santa sponsorship and recruitment efforts after the Halloween event.

- Leslie concluded the discussion by reminding the group of the broader purpose behind these events and fundraising efforts, including generating funds to support the CHCA scholarship program and other community initiatives.

5. **Public Comments**
   - Alan touched base with Erin on the previously discussed proposal to have the Boy Scouts assist with creating new signs for CHCA events. Leslie asked whether materials would need to be purchased or supplied and reimbursed, noting that thin plywood had been used in the past. Lis also shared that Jennifer Button has offered several leftover signs from Village Green that would otherwise be discarded. The group discussed repurposing the signs by resurfacing them, cutting them in half, and potentially converting them into sandwich-board signs. Leslie volunteered to coordinate pickup and transfer of the materials and will follow up with Jennifer via email. Ron shared that he has several leftover 24" x 36" corrugated plastic signs from previous printing projects that may be available for future events. While the signs could be repurposed, he cautioned that they may not be fully waterproof.

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