

Meeting Minutes

Date: February 5, 2026

Time: 7:00pm

Location: CSLOA Clubhouse,

Time: Evening (meeting ongoing 8:30 PM EST)

Board Members Present:

- Alison Randolph (President)
- Jennifer McKinney-Seet (Vice President)
- Angela Von Hoven (Treasure)
- Tami Jo (Member)
- Ali Duxbury (Member)
- Jeff Romick (Member)

Board Members Not Present:

- Kathy Gibson Wood

Community Attendance

- Matt Garyak
- Jayme Goliath

Minutes

- Ali Duxbury

Pledge of Alliance

Call to Order

The meeting was called to order.

Approval of December Minutes

Motion by Alison to approve the December meeting minutes.

No concerns raised.

Vote: All in favor.

Result: Motion carried unanimously.

Treasury Report

Angela Von Hoven

Financial Report – December

An \$800 dues payment was applied toward the December portion of fireworks expenses.

Various payments and deposits were processed during the month, including those related to Casino Night planning and deposits.

Event-related expenses reviewed included Santa's Workshop, Clubhouse supplies, and band and casino table expenses.

An overall negative balance of \$48,385.06 was noted across certain operational accounts.

December revenue included income from facility rentals, fireworks contributions, membership dues, merchandise sales, and one refunded deposit. After accounting for all revenues and expenses, the net profit for December was reported as \$1,545.80.

Additional balances reviewed included \$6,935 carried forward, a \$12,000 fundraising goal (anticipated for fireworks and/or general fund allocation), and \$22,795 designated for fireworks-related funds.

The Bingo fundraiser, which included Jeff's donated Famous Hot Dogs, resulted in net proceeds of \$2,415.00 after expenses.

Treasury Report

Angela Von Hoven

Software/Bookkeeping Update

At the recommendation of the individual responsible for preparing CSLOA's taxes, Angela Von Hoven, CSLOA Treasurer, initiated an upgrade to the newest version of the accounting software using a free trial. The upgraded software was not fully purchased, and once the trial period ended, system access was restricted, resulting in CSLOA being locked out of the account.

To resolve the issue, a new and fully licensed version of QuickBooks was purchased and implemented as a replacement system. Unfortunately, financial data from the prior version was not recoverable.

Angela Von Hoven manually re-entered all account information, balances, and historical data into the newly purchased system to restore accurate financial records. Charges and accounts were verified.

All associated banking institutions were contacted and confirmed that no CSLOA financial accounts were compromised. A chargeback in the amount of \$374 was filed.

No further issues were identified, and no questions or concerns were raised.

Fireworks Discussion

Committee:

Alison Randolph

All Board Members

Alison led discussion on fireworks contributions and the goals for July 11, 2026 fireworks on the beach.

Question addressed:

- The Board discussed how funds would be handled if the \$12,000 fundraising goal is met or exceeded. Consideration was given to whether contributions should continue once the goal is reached and how any excess funds (overage) should be allocated.
- The group agreed that the \$12,000 target represents the fundraising goal for fireworks contributions. Any additional funds raised may be applied to future fireworks planning or carried over to the following year, subject to Board approval.

Food truck festival pricing and limits.

Food Truck Festival / Pricing Discussion

Alison Randolph

- Food Truck Pricing: The Board discussed whether there should be a limit on food truck pricing. The Board confirmed that there is no limit on the dollar amount food trucks may charge for food items.

- Ice Cream Trucks: Ice cream truck participation was reviewed. Ice cream trucks typically generate \$1,200–\$1,500 in gross sales. Ice cream trucks are charged a flat participation fee of \$200.

- Food Truck Fees: Standard food truck participation fees were discussed, with an estimated cost range of \$400–\$500. Fees may vary based on the length of time a vendor has participated with CSLOA and their ongoing involvement with community events.

- It was acknowledged that security needs and wristband requirements for the event were still under consideration. It was noted that attendance is limited to freeholders, their families, and their personal guests. The Board further noted that there will be no advertising outside the district, including the use of yard signs or large promotional signage.

Santa's Workshop / Christmas Event Report

December 12, 2025

Committee:

Alison Randolph

Justine (Committee Chair)

Board Members: Tami, Ali, Angela, Jeff

28 Volunteers

Santas Workshop 2025 was held at the clubhouse.

- Attendance: Alison Randolph reported that approximately 30 children were in attendance at the event, accompanied by their parents and other relatives.

- Volunteers: It was reported that 28 volunteers assisted with the planning, setup, and execution of the event.

- Santa Photos: Ali Duxbury took Polaroid photographs of all children with Santa, providing families with keepsake photos as part of the event experience.
- Gift Wrapping Station: Tami managed the gift wrapping table and reported that participation at the wrapping station was lower than anticipated.
- Merchandise Sales: Alison Randolph and Angela Von Hoven jointly operated the CSLOA merchandise table and reported strong sales throughout the event.
- Event Setup: Event setup began two days prior to the event, allowing sufficient time for decorating, table placement, and overall event readiness.
- Craft Activities: The event included nine craft tables, offering a variety of hands-on activities for children and families.
- Gingerbread House Competition: Exceptional gingerbread houses were submitted for the newest addition to the CSLOA Christmas event. \$25 gift cards were awarded to competition winners. It was recommended that additional advertising and promotion be dedicated to the gingerbread house competition in future years to increase participation.
- Food and Beverage Feedback: Justine requested additional food options for future events and suggested utilizing volunteers to staff food and beverage stations to improve flow and availability.
- Supplies: Unused craft supplies from this year's event will be retained and rolled over for use in the 2026 Christmas event, helping to reduce future costs.
- Signage and Guest Flow: Justine requested additional signage for future events and recommended that more visible greeters be positioned throughout the venue to assist attendees and improve navigation.
- Volunteer Structure: Justine requested additional volunteers for future events. However, it was discussed that future planning may include reducing the number of craft stations and shifting focus to other event elements, which would allow for fewer volunteers overall while maintaining event quality.
- Event Purpose: It was noted that this event is hosted in the spirit of kindness and community and is not intended to generate profit.

Bingo

January 17, 2026 @ 6pm

Hosted by:

Jeff Romick - Lakes Plumbing - Lakes Plumbing Crew.

Board Members in Attendance: Alison Randolph, Ali Duxbury, Tami Jo

The Board was informed that the Bingo event was highly successful and well received by the community. Jeff donated hot dogs and chips, which were provided to attendees and positively contributed to the event. Popcorn was provided at no cost. This was a BYOB event and many individuals brought their own snacks.

CSLOA merchandise was available for purchase, and 50/50 raffle tickets were sold. A total of 10 rounds of bingo were played, with \$100 awarded to each round winner. The event generated a net profit of \$2,415.00 after expenses.

It was also noted that Jeff advised his phone number was inadvertently omitted from promotional materials and requested that it be included in future event promotions.

Overall; Lakes Plumbing Bingo was a huge Hit!

2026 Lake Tour of Homes

Jennifer McKinney-Seet

Jennifer reported that the 2026 Lake Tour of Homes, a recurring annual CSLOA event, is moving forward as planned. She confirmed that sponsorships are secured, participating homeowners have been identified, and new homes will be featured in this year's tour. Jennifer stated that planning and coordination efforts are on track, no concerns were raised at this time, and she expressed confidence in another successful event that continues to showcase the community and support CSLOA initiatives.

Business Owner Sponsorship Survey and Creation of CSLOA Sponsorship Committee

Angela Von Hoven

Ali Duxbury

Ali Duxbury and Angela Von Hoven found it necessary to request the formal approval and implementation of a Sponsorship Committee to ensure that CSLOA's fundraising efforts remain respectful, discreet, and sustainable as the organization continues to grow. To support this recommendation, Ali provided the CSLOA Board with a comprehensive sponsorship proposal and intent letter, including an attached survey, outlining considerations for how sponsorships should be approached for both current and future events.

The resulting discussion was thorough, constructive, and highly productive, allowing the Board to engage in detailed dialogue regarding sponsorship practices and long-term fundraising strategy.

Many of our potential sponsors are small, locally owned businesses or individuals with personal ties to the community. A committee structure allows sponsorship outreach to be handled thoughtfully and privately, giving business owners a dignified way to participate—or decline—without pressure, repeated requests, or public expectation. This discretion protects relationships and maintains goodwill within the community.

Additionally, a Sponsorship Committee creates a clear, centralized process that prevents overlapping outreach, confusion about sponsorship status, or the premature use of business names before confirmation. It ensures that all board members are aligned, that sponsors are properly vetted and approved, and that commitments are documented before being shared publicly.

Most importantly, this structure supports professionalism and fairness. It removes ambiguity, establishes internal accountability, and allows CSLOA to approach sponsorships in a coordinated manner that respects both board members' efforts and sponsors' boundaries.

As CSLOA moves toward more frequent and larger events, adopting this committee-based approach is a necessary step to protect the integrity of the organization, the comfort of our sponsors, and the long-term success of our fundraising initiatives.

Several example questions were brought to attention:

- Are external (non-community) businesses allowed to sponsor?
- Are Brown County businesses eligible?
- Are utility companies or large corporations eligible?
- Are non-freeholder businesses or individuals allowed to sponsor?
- Should sponsorships prioritize community-connected businesses first?

A sponsorship committee was established. Jennifer McKinney-Seet has agreed to join Ali Duxbury and Angela Von Hoven on the sponsorship committee to ensure that sponsorship is handled in a professional and timely manner that best suits CSLOA.

Motion: carried

Second: carried

Vote: All in favor; motion carried.

**Casino Night
Committee:
Angela Von Hoven**

Ali Duxbury

Casino Night Event Summary

The Board reviewed and discussed plans for the CSLOA Casino Night fundraising event, which is intended to serve as a full-evening community experience supporting CSLOA programming, amenities, and resident engagement.

Casino Night is planned as a professionally produced event featuring live casino-style gaming tables operated by professional dealers. The proposed gaming layout includes three blackjack tables, along with craps, roulette, and poker tables. All Casino Night attendees will receive \$250 in complimentary casino chips upon entry and two complimentary drink tickets.

The event will include live bartenders and curated food offerings during Casino Night, including charcuterie, grilled kabobs, and desserts, allowing residents to remain onsite throughout the evening. Additional fundraising and engagement activities discussed include a wine pull game, envelope game, CSLOA merchandise sales, and a photo booth.

Following Casino Night, an after-party concert will be held featuring live music by the Wade Evans Band, with bartenders onsite. Casino Night attendees will receive complimentary admission to the after-party. Additional after-party tickets will be sold separately, including ticket sales at the door, with food available for purchase during the after-party.

The Board discussed proposed ticket pricing, including Casino Night tickets at \$100 per person and after-party concert admission at \$10 per person at the door.

Weather-related attendance planning was reviewed. If weather conditions are favorable, CSLOA anticipates selling up to an additional 200 after-party tickets. In the event of inclement weather, the band will perform indoors, and after-party ticket sales will be adjusted accordingly to accommodate space limitations.

Operational logistics reviewed include the rental of two portable restrooms, as well as the need to account for trash service and post-event cleanup.

The designated attire for the evening was discussed and set as "Lake House Chic."

The Board emphasized that consideration of sponsors is of utmost importance, including ensuring that sponsors receive meaningful recognition and value in return for their support. Sponsor engagement strategy and value delivery will be further reviewed at a future meeting with the Sponsorship Committee.

Overall discussion reflected a shared focus on hosting a well-organized, financially responsible event that aligns with CSLOA's values while delivering an elevated and enjoyable experience for residents.

Chili Cook-Off

Committee:

Alison Randolph

Tami

Jennifer

• March 14 2026

5:30 drop-off time

6:00 start time

•Jennifer was asked to provide social media and advertising services for the event.

•Tami was asked to assist with event organization and decoration.

•Alison Randolph reported that, due to recent renovations completed by ABG, the facility now has expanded electrical capacity, allowing CSLOA to accommodate a significantly larger number of chili crockpots than in previous years. In prior years, capacity was limited to 22 crockpots; the additional outlets now allow the event to be expanded accordingly.

Upcoming Bingo Schedule

The next Bingo event is scheduled for April 18 and will be hosted by Herald Construction, in conjunction with forest construction and cleanup efforts.

A September Bingo event is planned; however, no date has been set at this time.

Mentions:

Patriotic Banner Display

Dave Jarrett offered to install patriotic banner flags around the beach shelter at his own expense as a gesture of support for the community.

Motion: Angela Von Hoven

Second: Tami

Vote: All in favor; motion carried unanimously.

Ecology Committee

Randy Brumfield reported that there are openings available for Ecology Committee members.

News Letter - Alison Randolph

Alison Randolph has proofed the paper and it is at the printers.

Signage Update

Angela Von Hoven reported that the February sign has been posted on the community letter board.

Motion to Adjourn

Motion: Angela Von Hoven

Second: Alison Randolph

Vote: All in favor; motion carried.