

Cowell Homeowners Association
Activities Committee Meeting
Tuesday, September 6th, 2016
4498 Lawson Ct Concord, Ca 94521
Draft

Present: D.Glover – Chair, A.Steinberg, M.Weinmann, B. Collins

Absent: S.Weinmann, K. Lauria, N.Wrtherell

- 1. Reviewed Fall BBQ Summary sheet scheduled for this Saturday, Sept 10th 12:00pm – 3:00pm**
 - a. Volunteers will need to sign waiver forms, recommend sending in email prior to Saturday, Donna will have extra's on site
- 2. Oktoberfest – Saturday, Oct 8th – Cancelled**
 - a. Replaced with CHOA Safety & Security Town Hall – Sunday, October 16th 2- 4
- 3. Haunted House – Friday and Saturday, October 21st and 22nd 6pm-11pm**
 - a. Reviewed the estimated cost:
 - i. Pizza party for volunteers – 2 nights - \$200 – OK
 - ii. Yearly fire permit - \$200 – Andy believes that Pat paid \$300. Donna will check with Pat
 - iii. Halloween candy for “Lights On” - ~~\$100~~—Andy indicated that he needs \$200 for candy.
 - iv. No money for props this year. Stephen is recommended to use what we have in the firehouse.
 - b. Ticket Sales
 - i. Agreed to order 500 cardboard numbered tickets for a cost of \$75.00
 - ii. Ticket Sales will start October 1st or sooner
 - iii. Clubhouse Staff will monitor the ticket distribution and keep a tracking sheet
 - iv. Agreed that CHOA Residents will receive 4 free tickets to be picked up at clubhouse by Thursday, Oct 20th
 - v. Agreed that Non-residents will be charged a fee of \$5.00 per ticket.
 - vi. **Day of event** – all tickets including homeowners who failed to pick up free tickets will be \$5.00
 - c. Advertisement
 - i. October Signal, eSignal, NextDoor, Facebook – Donna will work with Rich Ellenson
 - ii. Vinyl signs at entrances – Andy will check the sign and put up on October 1st
- 4. Winter Holiday Celebration – Sunday, December 4th 3pm-5pm**
 - a. Donna reminded the committee that the lounge capacity limit is 85 people and overall clubhouse is 120 people.
 - b. Last year we had 156 people (85 adults,71kids) which was over the capacity limit & very crowded.
 - c. S. Weinmann has requested to take the lead for this CHOA Event. All agreed.
- 5. New Year's Eve Celebration – Saturday, December 31st 8:00pm – 1:00am**
 - a. Donna has found a DJ that we can use. Have validated has the necessary insurance coverage. However, we need to start thinking about booking the DJ ASAP.
 - i. Cost is \$670 for 5 hours
 - ii. M. Weinmann indicated that he doesn't want to commit to this event until he knows we have 40-50 residents committed to attend. Agreed to poll residents at Fall BBQ and add to the Sept 22nd committee update for CHOA BOD feedback
 - b. Agreed that if we have this event that CHOA only provides the following:
 - i. appetizers, beer, wine, water, soda
 - ii. Decorations with noise makers, hats, & balloons dropping at midnight
 - iii. Requires 2 security guards
 - c. WCST would like to have a silent auction at this event as a fundraiser
 - d. Limit capacity to 120 people