

HOA Activities Committee
December 18, 2025
10:00 AM – HOA Conference Room

HOA Activities Committee Meeting Minutes

The HOA Activities Committee meeting was held on December 18, 2025, at 10:00 AM in the HOA Conference Room.

1. Call to Order

The meeting was called to order by Joyce Forman.

2. Roll Call

The following members were present: Susan Darcy, Joyce Forman, Susan Greger, Jane Holdridge, Gail Daros, Suzanne Offutt, Sue Gregor, Laurie Farris, Denise Fell HOA Activities Committee Liaison. Not Present: Susan Wasserott (absence excused).

3. Approval of Minutes

The committee unanimously approved the minutes from the previous meeting held on Nov 2025, and Emergency Committee Meeting minutes of Nov 6. 2025.

4. Organizational Items

February magazine content is due on January 17th.

Introduced new member Laurie Farris.

The meeting calendar was posted with the following upcoming dates: 1/15/26, 2/19/26, 3/19/26, and 4/16/26.

5. Treasurer's Report

The balance was \$1442.59 with our account holding \$538. for SSEP. This month we have written 2 checks, one to Publix for \$75 (\$50 & \$25.) winners of the Holiday Decorating Contest and one to Gail for trophies in the amount of \$70.05. Gail has donated the signs to HG. Our current balance is \$1367.59 including \$538. for SSEP.

6. Review of Event Schedule – Leader Assignments and Next Steps were Reviewed

HOA Holiday Entrance Decorating – Monday, November 24, 2025

- Lead: Denise Fell
- Setup with committee members, Jeremy Radle, and resident volunteers was on Monday, 11/24/25.

- Removal is Monday 1/5/26.

Holiday Outside Decorating Contest – Leads: Suzanne Offutt, Gail Daros

- Contest guidelines
 - Owners must be in good standing to enter
 - Renters can enter
 - The decorations must be visible from the street
- **Schedule** – determined by committee following meeting
 - Denise will Present Sign and Placement at Dec 2nd HOA meeting to get sign Authorization
 - Signup started on Monday November 17th,; Ending Dec 3rd.
 - 27 owners signed up
 - 1 neighborhood is signed up
 - Decorations can be put up starting on Nov 24th and must be removed by Jan 5th.
 - Dec 21st will be the judging of the holiday outside decorating contest by 3 judges who are not residents of the Glen.
 - Winners will be contacted for a formal presentation with the Herons Glen newspaper crew with trophy and yard sign and gift cards from Publix.
 - Winners will be published in the Herons Glen Newspaper (send winners story to **hgnewspaper@gmail.com**)

Activities Fair – Sunday, January 18, 2026

- Leads: Sue Gregor & Susan Darcy
- No costs expected
- Tables will be placed similar to last year.
- Some Electrical Cords will be supplied
- Donation Box and Poster at Committee table - Jane Holdridge
- We obtained the sign approval.
- 33 activities signed up - waiting for answers from 10 more.
- Confirm who is working day of event.

Cybersecurity Classes

- Lead Suzanne Offutt
- No costs expected
- Sessions will be held on January 19 and January 20, 2026, from 10:00–11:30 AM in the HOA Conference Room.
- **There will be two classes of the same material.**
- Previous event Had 40 attendees hence 40 can comfortably attend each session.
- Events are free.
- **Cyber class signup sheet will be outside the HOA office beginning Dec 22nd. The signup sheet will be withdrawn once the classes are full.**

- Flyer will be created for placement in various advertising channels including Newspaper

Master Gardener Classes

- **Leads: Denise Fell**
- No costs expected
- Florida Friendly Landscaping – January 29, 2026 (10:00 AM – 12:00 PM), Plant This, Not That! – February 20, 2026 (2:00 PM – 4:00 PM)
- Create flyers for communication to various channels including Newspaper and place in December issue

Shredding Event – Monday, February 16, 2026 10:00 - Noon

Lead; Joyce Forman

- Per report at meeting, Vendor has been confirmed.
- **Salterra Place, a assisted living facility, can have a table at the event (giving us 300.00 for the table)**
 - **Need to have Notification put out in Publications so that community knows that Salterra is there and can inform them about their facility.**
- Need to find Donation Box
- All checks must be written to “Herons Glen HOA”
- Committee members should Wear HOA Activities Shirt
- Obtain event sign approval from HOA Board.

5K Charity Fun Run/Walk – Tentative- Sunday, March 22, 2026 (7 AM – 1 PM)

Leads: Joyce Forman Sue Wasserott

- The event will benefit the ARC Animal Rescue Center (animals: puppies, dogs , no cats will be present, will be at the event)
- Enlisting committed runners and walkers for event using **“Herons Glen Walk Run Sign Up Sheet”** distributed at last meeting appears to have been successful.
- Participant fee is \$25.00 per person, with a goal of 50 participants. Registration collection of \$25.00 will begin in November.
- T-shirts for the **event to be presented** by Denise to HOA office for approval.
- Supplies needed
 - Tents
 - Tables supplied by HGRD
 - Coolers – large for water
 - Water will be supplied by HOA – They need to know amount
- Create event signs and get approval from board

Produce a flyer for distribution across multiple channels, including newspapers, targeting the January, February, and March issues.

Ice Cream Social – Sunday, April 19, 2026 (2:00–8:00 PM, Ballroom Reserved)

Leads: Sue Darcy & Sue Gregor

- Date changed to accommodate band presence, then changed back when other components could not be there
- School band was great last year but need to find one that is available to fit our calendar
- Need to reduce costs
 - Amount of ice cream should be reduced –
 - No chocolate ice cream required
 - Publix donates \$50.00.
- Donations are committed to band playing
 - School band could receive an amount; but just whatever the donations are in the jug.

- Create flyers for communication to the various channels including newspaper and place in March issue. Obtain event sign approval from Board

7. New Business

Discussion concerning the substitute Gulf Cart Parade.

Happy no one was hurt but community should be warned about possibilities of accidents as streets were not closed down and proper enforcement was not present.

Suggestions for new Events

- Suggestion that we find someone for presentation of Estate Planning, wills and trusts
 - Summer would be good for this event
 - Answer community questions as to Florida laws and cremation
- Vendor Fair would be a great event
 - Pine Lakes has a fair
 - Vendors pay a fee to set up = 400 per table (lawyers could be here as well)
 - Great money making event

8. Adjournment

Remember Jan 5th is Holiday Entrance Decorating takedown at 10:00 AM

The meeting was adjourned at 11:30 AM. The **next meeting is scheduled for January 15, 2025**, at 10:00 AM in the HOA Conference Room.