

COOSAW FUTURES, CORP.

A South Carolina Nonprofit Corporation

Management Team Meeting Minutes — September 15, 2026

Meeting Type: Regular Management Team Meeting — Issue Focus Session (3rd Tuesday cadence)

Date: Tuesday, September 15, 2026

Time: 5:00 PM to adjourned at approximately 6:00 PM

Location: River Club, Coosaw Point, 2nd floor

Prepared by: Mark Hooper, Secretary

Attendance

Management Team members present:

- Larry Loucka (Manager)
- Mark Hooper (Secretary)
- Brooks Tucker (Manager)
- Kathy Grigg (Manager)
- Marshall Pepper (Treasurer)

Management Team members absent:

- Kurt Wachholz (President) — traveling

Guests present:

- Melanie Hooper
- Mike Monahan
- Jeff Johnson

Quorum: Confirmed — 5 of 6 Managers present. Kathy Grigg presided in lieu of Kurt Wachholz.

Call to Order

Kathy Grigg called the meeting to order at approximately 5:00 PM.

Approval of Prior Session Feedback

The Management Team discussed the format of the September 8 member outreach session and clarified that it was an informal outreach effort rather than a formal Members' Meeting under the Bylaws; the agenda item was accordingly identified as approval of the September 8 feedback rather than approval of minutes. The Management Team approved the September 8 feedback as presented. Moved by Mark Hooper; motion carried.

Key Outcomes

The Management Team worked through its outstanding Action Plan items, closing two items and updating target dates on the remainder, and confirmed a special session for Wednesday, September 16, 2026. The Team received a first reading of the Member Q&A Response Packet and approved an internal trial of its question-tracking tool under the Membership function, with a standard visual template provisionally adopted. The Team also heard observations from guests on community communication and engagement.

Decisions Made

- **Issue Matrix retired:** Action Plan #3 (Issue Matrix) closed and collapsed into the consolidated Action Plan tracker rather than maintained as a separate list.

- **Facebook moderator recruitment complete:** Action Plan #37 closed.
- **Special session scheduled:** The Management Team will convene Wednesday, September 16, 2026, at 5:00 PM. Owner: Marshall Pepper.
- **Member Q&A Response Packet — provisional approval:** The Management Team approved an internal trial of the Member Questions Tracker's question-bank function under the Membership committee (Kathy Grigg, Melanie Hooper), and provisionally adopted a standard visual template (logo upper left) for member-facing papers and correspondence, pending a follow-up review.

Discussion Items

- **Outstanding issues review:** The Management Team reviewed the status of its outstanding late and upcoming Action Plan items and updated target dates and next steps; see Action Items below.
- **Standing issue briefs & committees:** Review of standing issue briefs and committee reports was deferred to a future meeting given time constraints.
- **Member engagement & communications:** The Team discussed strategies for reaching members consistently across multiple channels (website, Facebook, email, and print), including a planned quarterly letter from the President to the membership.
- **Guest observations:** Guests Mike Monahan and Jeff Johnson shared observations on community perception and encouraged the Team to proactively and repeatedly address recurring member concerns at community meetings.

Votes Taken

Motion	Moved By	Seconded By	Result
Call to order / confirm quorum	Marshall Pepper	Brooks Tucker	Unanimous
Approve September 8 feedback	Marshall Pepper	Kathy Grigg—	Approved
Adjournment	Kathy Grigg	Mark Hooper	Unanimous

Action Items

Person	Action	Target Date
Larry Loucka / Kurt Wachholz	Governance Policy — update	9/22
Marshall Pepper	Accounting Setup (QuickBooks)	9/22
Marshall Pepper	Financial Statements — draft P&L	10/6
Mark Hooper / Larry Loucka	IT Workshop / Google Workspace nonprofit verification	9/29
Kurt Wachholz	Clubhouse Rental Policy — follow up with Declarant contact	9/22
Mark Hooper / Larry Loucka	Governance training resources — combine with strategy offsite; propose dates	9/22
Kurt Wachholz / Mark Hooper	Knowledge Series post-event checklist — finalize	9/22
Mark Hooper	Strategic Planning Session — propose dates to MT	9/22
All Managers	Member Engagement Approach — tie to Member Q&A effort	9/29
Management Team	Member Newsletter — draft topics	9/29
Management Team	Social Media / Feedback Response Protocol — review	9/29
Marshall Pepper	Special session	9/16, 5:00 PM

Open Questions

- Ownership of the Turnover Plan issue brief (Brief H) remains unconfirmed.

Next Meeting

Special Session: Wednesday, September 16, 2026, 5:00 PM — River Club, Coosaw Point, 2nd floor

Regular Meeting: Tuesday, September 22, 2026 (Working Group Session) — River Club, Coosaw Point, 2nd floor

Adjournment

The meeting was adjourned at approximately 6:00 PM. Moved by Kathy Grigg; seconded by Mark Hooper.

Respectfully submitted,

Mark Hooper, Secretary, Coosaw Futures, Corp.