COOSAW FUTURES, CORP.

A South Carolina Nonprofit Corporation

Regular Management Team Meeting — Minutes

Tuesday, July 21, 2026 | 5:30 PM – Adjourned approximately 6:40 PM
River Club, Coosaw Point, 2nd Floor
Prepared by: Mark Hooper, Secretary
STATUS: FINAL — Management Team Approved

Attendance

Management Team members present: Kurt Wachholz (President), Mark Hooper (Secretary), Larry Loucka (Manager), Brooks Tucker (Manager), Kathy Grigg (Manager)

Management Team members absent: Marshall Pepper (Treasurer) — traveling

Guests / Members present: None

Quorum: Confirmed — 5 of 6 Managers present

Call to Order

Kurt Wachholz called the meeting to order at approximately 5:30 PM.

Approval of Prior Minutes

The minutes of the July 14, 2026, meeting were presented for approval, with corrections previously incorporated. No further comments were raised. The minutes were approved as corrected by unanimous consent.

Key Outcomes

The Management Team continued Knowledge Series 1 preparation (marketing, venue logistics, and audio/visual planning), reviewed early momentum on the technology-planning survey following the organization's 501(c)(3) determination, received a membership update, and reaffirmed the Bylaws review timeline ahead of independent legal review.

Decisions Made

Blog Content Attribution. The Management Team agreed that blog posts will identify the individual team member who authored the content (e.g., “content by [name]”), separate from any note about AI-assisted imagery, to ensure the community understands the substantive writing originates from the Management Team.

Content Review Workflow. The Management Team reaffirmed its two-person review practice for published content. Items placed in the shared review folder are treated as approved if no objection is raised within the stated review window, rather than requiring an affirmative sign-off from every member.

Knowledge Series Working-File Organization. Draft materials for each future Knowledge Series topic will be organized into a dedicated subfolder within the Knowledge Series folder, with an assigned reviewing partner for each topic.

Articles of Incorporation Summary. The short-form public summary of the Articles of Incorporation is complete. A decision on whether and how to publish it has not yet been made.

Discussion Items

Knowledge Series 1 Attendance Signal & Marketing. The team discussed the lack of a reliable RSVP mechanism ahead of the session and considered using Evite going forward; no decision was made. The prior Open House drew 64 attendees; the team does not have a reliable estimate for Knowledge Series 1 attendance.

Knowledge Series 1 Audio/Visual Planning. The team discussed options for recording and/or livestreaming the session (including Zoom, given its built-in recording and transcript features) and space/handout planning. Kurt Wachholz and Mark Hooper will conduct a dry run and finalize the approach.

Post-Event Checklist. The team agreed a one-page checklist capturing lessons learned from Knowledge Series 1 (covering steps such as drafting, review, scheduling, venue, BYOB, and insurance) would help repeat the process efficiently for future sessions.

Technology Planning. Following the organization's 501(c)(3) determination, Google Workspace for Nonprofits has been awarded (confirmed by email notification received July 21); site configuration is still pending. The determination also opens eligibility for nonprofit discounts on other software. Rather than selecting a platform first, the team is using a needs-based survey (led by Larry Loucka, resent to the Management Team by email July 21) to identify required functions before evaluating specific tools.

Membership Update. Kathy Grigg reported she continues to receive membership applications. Follow-up continues with founders who have pledged to ensure they submit applications. Casual conversations show some neighbors remain unconvinced and have adopted a “wait and see” stance.

Communications Update. A Facebook Page (distinct from the existing Facebook group) has been created for the organization, along with a small, private group for training future Facebook moderators. Rollout is ongoing.

Knowledge Series 1 Venue Listing. A discrepancy was identified in how the event appears on the community calendar (listed as a private event rather than a Coosaw Futures event). Kathy Grigg is following up directly with clubhouse management to correct the listing.

Bylaws. Version 8 has been posted for full Management Team review. Kurt Wachholz requested review be completed before July 28 so the draft can proceed to independent reviewer. A member has offered for their son, who is a third-year law student to provide a pro bono review, subject to coordination.

Action Item Tracking. The Secretary reported that the two previously separate action-item tracking tools have been consolidated into a single spreadsheet using a five-state status model (Open, Started, Review, Pending, Closed); the separate list has been retired.

Agenda Items Not Reached. Due to time constraints, the following agenda items were not addressed and are carried to a future meeting: Facebook moderation policy, records retention, organizational priorities, and the membership business card discussion.

Committee Reports

- Membership (Kathy Grigg): Receiving applications; ongoing follow-up with founders and prospective members.
- Communications (Brooks Tucker / Larry Loucka): New Facebook Page and private moderator-training group established; Knowledge Series 1 marketing ongoing.
- Administration (Larry Loucka): Website updates in progress, including additional FAQ pages; considering periodic usage metrics reporting.

Votes Taken

Vote	Motion	Moved / Seconded	Result
1	Convene the meeting	Moved: Brooks Tucker / Seconded: Kathy Grigg	Unanimous
2	Adjourn the meeting	Moved: Brooks Tucker / Seconded: Kathy Grigg	Unanimous

Note: the Secretary's vote record for this meeting identifies these two procedural motions; the transcript itself does not clearly attribute a distinct mover/seconder for the minutes-approval vote, which is accordingly recorded above as approved by unanimous consent.

Action Items

Person	Action	Target Date
Mark Hooper	Audio/visual dry run for Knowledge Series 1	July 23, 2026
Management Team	Review FAQ content for web posting	July 24, 2026
Management Team	Respond to technology needs survey	July 24, 2026
Kurt Wachholz / Mark Hooper	Prepare Knowledge Series post-event checklist	September 3, 2026
Management Team	Review Bylaws Version 8	July 28, 2026
Kathy Grigg	Follow up with clubhouse management on event calendar listing	July 22, 2026
Larry Loucka	Host informal founders gathering	July 23, 2026

Open Questions

- Approach for recording and/or livestreaming future Knowledge Series sessions.
- Whether additional online payment options will be available to members ahead of Knowledge Series 1.

Next Meeting

Tuesday, July 28, 2026, 5:30 PM, River Club, Coosaw Point, 2nd Floor.

Adjournment

Motion to adjourn: Brooks Tucker. Second: Kathy Grigg. Passed unanimously at approximately 6:40 PM.

Certification

Respectfully submitted by Mark Hooper, Secretary, Coosaw Futures, Corp.