

MINUTES

CSA Board Meeting

Date | time March 23, 2021 | 12:00 | *Meeting called to order by* Jamie Wahl, former Chair

In Attendance

Jamie Fleischhacker, Chair	Louise Burnette, CSA General Manager
Cpt Christian Brymer, Vice Chair	Lauren Ardell, CSA Financial Director
Alexis Sather, Treasurer	Leo Voytko, Management
Gabrielle Robinson, Secretary	Jennifer Allen, CLO
Danielle Garozzo, Board Member	Svetlana Flewelling, GSO
Jennifer Cole, Board Member	Tod Duran, GSO
Jamie Wahl, Board Member	Josh Weisman, RSO

Approval of Minutes

The meeting minutes for February 2021 were approved.

Attendee Reports

CLO

- Unable to proceed with planning of future events due to potential furtherance of lock down.

GSO/Management

- CSA Frankfurt Compliance Certification 2021: Currently in the clearance process with RSO; will need to be cleared by Management and CSA General Manager before submitting to the CSA Board for review.
- Working on a handbook/manual explaining the responsibilities, operational needs, and working relationship between the Consulate and CSA.
- Hand-off memo for Consulate Gym pending
- Food Trucks are doing well. Will revisit towards the end of April to determine the impact of the re-opening of the Consulate Cafeteria, and how/ by who will the Food Trucks be managed.

RSO

- Continues to coordinate with Svetlana (GSO) on Food Trucks.
- Providing support to CSA regarding the closing of Enamor and Valentina's departure. Collected Valentina & Staff access cards.

General Manager Report

- New Retail Purchasing Manager - Morgan
- **Gym:** Re-opened on March 9th. There has been positive feedback regarding the scheduling process. A few improvements have been made, but overall things are going well. Hessen is scheduled to announce further Covid restrictions tonight that could impact the gym, such as a possible re-closure. Will

determine what to do for customers whose memberships are expiring March 31st once the new Covid restrictions have been announced.

- **Cable and Internet:** Starting to receive notices for people PCS'ing out this month or arriving to end/start services.
- **Carl Schultz School (CSS):** Registration is open for the 2021-2022 school year. The registration deadline will be June 1st 2021 and will be announced after spring break.
- **Shuttle:** No issues, still running.
- **Field House:**
 - Bar is still closed.
 - **Valerio's:** Has an extra deep fryer that they would like to get installed in the Field House.
- **Consulate/CASA Building:**
 - **Shoppette:** On March 19th, the Shoppette had its second highest sales ever due to Tito's freshly pre-packaged meals. Items were sold out by noon.
 - **Chelsea's Salon:** Re-opened on March 9th
 - **Mr. Clean / First Command / MAS Auto:** No updates.

Financial Report

- **2020 Financials:** There was a net loss of \$18,800 for the year.
- **January/February 2021 Financials:** With closures, CSA has a net operating loss of \$15,000. February 2021 was the same. March 2021 and going forward, should be back to breaking even.

Old Business / Pending / New Business

Old Business:

CSA Board New Officer Election:

- Jamie Fleischhacker, President
- Cpt Christian Brymer, Vice Chair
- Alexis Sather, Treasurer
- Gabrielle Robinson, Secretary

Pending:

Bulk purchases of ration items (i.e., liquor)

- DOD is reviewing what type of organization CSA is to make sure it is okay for our organization to resell items that are rationed.

Photo Machines

- Met with Cynthia Haley (Consular Section Chief) regarding photo machines. During discussion, it was mentioned Consular is having issues with the kiosk vendor in the corner, i.e., unreliable hours (pre-Covid as well). CSA could use this opportunity to add a cart or vending machine to the area.

- Tod Duran (GSO) advised the kiosk vendor is not under GSO purview and was established by Consular employees prior to the arrival of anyone currently working in the Consular section. Working with Consular and CSA to identify an alternate plan is welcomed by GSO. Side note – Kiosk vendor is the same person who runs the Turkish food truck.

New Business:

CASA Kitchen

- Looking for new ideas/concepts for this space. Hoping to have a new vendor in space by late August/September 2021. Will discuss at April meeting.

Food Trucks

- Should CSA take management of Food Trucks? Proposed by GSO. Cost suggestions: \$25 (1 – 2 days)/week or \$50 (3+ days)/week.

CSS Registration Insights

- 38 families have registered for the 2021-2022 School Year. What info should be advertised regarding what CSS has to offer (educational aspects, not just a day care) children?

Siedlung Gym

- Email vote on whether to provide membership extensions once the new Hessen Covid regulations have been announced.

Next Meeting

- Tentative – April 27, 2021 from 12-1pm.