

MINUTES

CSA Board Meeting

Date | time December 20, 2022 | 12:00 | *Meeting called to order by* Christian Brymer, Chair

In Attendance

Christian Brymer, Vice President Chair

Alexis Sather, Treasurer

John Vassallo, Secretary

Elliot Carmean, At-Large

Alison Koler, At-Large

Katie Orme, At-Large

Louise Burnette, General Manager

Lauren Ardell, CSA Financial Director

Svetlana Flewelling, GSO representative

Raquel Dominguez, CLO

Lindsey Reese, Co-CLO

Heather Scullin, Co-CLO

Approval of Minutes

Attendee Reports

CLO

- Receipts will be submitted once a month to ensure better budget tracking.
- Thank you to CSA for the events funding.
- Possible use of the CASA kitchen for EFM cooking classes.

GSO

- Job Tickets
 - Tickets being printed for individuals who purchased them beginning in January 2023.

RSO

- Not in attendance.

MGT

- NFTR

FAC

- Not in attendance.

General Manager Report

- Job Tickets
 - List of purchased tickets for January 2023 sent to the MAC.
- Staff Bonuses
 - Thank you to the board for approving and are being disbursed.
- Photo Fix
 - Installed in the Consular waiting area.
- Gym
 - Payment outstanding for Regional Marines membership.
- Cable/Shuttle
 - NFTR
- CSS
 - CSS Director Interviews
 - Applicant selected and will start in mid/late January.
 - Tuition rates and information for 23-24 school year coming soon.
 - Planned vote at January meeting.
 - Sick child policy and blanket requirement for doctor's note being discussed.
 - Refund policy needs to be finalized and approved.
 - Handbook edits need to be finalized and approved.
- Marine Corp Ball
 - \$164 dollar profit after administrative costs.
 - Working on possible locations for next year to begin planning now due to reservation and venue constraints.
- Field House
 - Quick Shop
 - NFTR
 - Bar
 - Was profitable in November but will be closed on Thursdays going forward due to low traffic volume.
 - Valerios
 - Appreciative of the recent vote to provide equipment to Fieldhouse kitchen.
- CASA
 - Shopette
 - E Wing
 - 1st Floor and move in on 12 January
 - Wi-fi will be available and installed

Financial Report

- Audit contract signed. It will take place in either February or March.
- 7500 loss in November due to purchase of needed items for gym, school, and kitchen.
- However, overall on track to have a very profitable year.
- Year end financials will be delivered in February.

Employee Committee

- School Director
 - Clearance pending and provisional granted.
- CSA Employee manual edits
 - Edits finalized and ready for approval.