

MINUTES

CSA Board Meeting

Date | time November 21, 2023 | 12:00 | *Meeting called to order by* Susan Brown, Vice Chair

In Attendance

Susan Brown, Vice Chair

Amy Cox, Management Officer

Jona Piol, At-Large

Mandie Featherstone, Talent Management

Brian Goff, Secretary

Joe D'Agostino, GSO

Ryan McMillian, RSO

Louise Burnette, General Manager

Andrew Boxx, Facilities

Lauren Ardell, Finance Director

Karla Day, Finance Director

Approval of Minutes

- October 2023 meeting minutes were unanimously approved.
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Reports

General Manager Report

Becher 19

- Admin items
 - CLO has \$410 left in their 2023 budget.
 - 2024 Job Ticket sales are live.
 - New SDFCU credit cards have been received, activated and setup with our recurring bill payments.
- Fitness:
 - Dance Studio renovations are complete, one instructor has started and another will start next week.
 - The Region 7-donated hyperextension machine is in place.
 - New leg press/extension machine is in place.
- Cable: NSTR
- Shuttle: Driver was in an accident after his morning run. No kids in the van, he was not injured. Dash cam shows our driver was not at fault, and the driver of the striking vehicle admitted it was his fault. The van will be out of commission while we work with the driver's insurance company to get the van repaired.
- CSS is increasing marketing efforts. Winter camp registration is open for currently-enrolled families

Fieldhouse

- Events: CLO Holiday Market on Dec. 3; CSA will have the bar open and serve Gluhwein from there. CSS PTA will have a hot chocolate table. The board may have a table as well; the PTA has offered part of their table for the board to utilize.

- Bar: Replacement keg cooler has been approved and ordered. Estimated cost is 6.405€ for equipment and installation.
- QS, Rentals: NSTR
- Valerios: Hood replacement was postponed due to contractor illness; a rescheduled date is not yet booked.

Consulate

- CASA Building
 - Mr. Clean, Heinrich, Massage: NSTR
 - TDY Quarters: NSTR.
 - Chelsea: Reviewed proposed contract amendment with updated language addressing all concerns. NOTE: After the meeting, Chelsea gave 2 months' notice that she is closing this location and subsequently leaving Germany.
- Shoppette: Consulate-labeled wine is here and for sale! Location will be open this Friday, Nov. 24

CLO

- Not present.

FAC

- NSTR

GSO

- Updating contracts with new language for the CASA building to cover new items.

RSO

- Update on the consulate security issues and responses from the RSO section.
- Security notice for Holidays and will post notices.
- How the key replacement is going on and methods.

Talent Care

- PTA items and getting that started more.
- Fitness instructors getting classes started in the gym.

MGT

- The Holiday party with details such as method, date, and time.
- More contractor for the CASA such as rent, contract, and hours.
- The CARE kiosk and making sur that is up and running for the first wave.

Financial Report

- Lauren's last meeting as her contract is now over.
- 2024 budget will be presented next month.
- CSA with a loss of \$4,00 due to some items being decreased in revenue for many reasons.
- The shoppette is up, the school is still down, high salaries currently.
- Job tickets are low currently.
- Financials of Marine Ball, Oktoberfest, and other items

CSS Committee

- NSTR

Capital Improvement Plan Committee

- NSTR

Consulate Committee

- NSTR

Siedlung Committee

- NSTR

Employment Committee

- Preparing an offer to one of the four applicants.

Pending Business

- Commerz: Waiting to see how CSA Berlin's appeal goes.
- Marine Corps Ball 2023
 - Sold 220 tickets.
 - May want to reconsider the 200/250 thresholds. If the NFL games continue to be this weekend, that will always compete with this.
- Marine Corps Ball 2024 – Responsibilities outline, RFP and Tracking Info has been sent to GySgt for review
- Consular CARE Program:
 - Agreement signed with CARE, Bethany (retail manager) is CSA's point person for operations
 - First plane scheduled to land Dec. 4, plan for first operation of the kiosk on Dec. 6. Caroline Harley and Joe D'Agostino will work directly with Bethany.
- 2024-2025 board
 - Nominations are now being accepted. Current board members should send a short profile and photo for use in Heute marketing.

Additional Action Items

- NSTR