

MINUTES

CSA Board Meeting

Date | time September 19, 2023 | 12:00 | *Meeting called to order by* Alicia Pegues, Chair

In Attendance

Alicia Pegues, Chair

Susan Brown, Vice Chair

Caleb Compton, Treasurer

Stacey Spurgeon, At-Large

Andrew Boxx, Facilities

Jennifer Walsh, Deputy Principal Officer

Amy Cox, Management Officer

Mandie Featherstone, Talent Management

Joe D'Agostino, GSO

Louise Burnette, General Manager

Lauren Ardell, Finance Director

Approval of Minutes

- August 15, 2023 meeting minutes were unanimously approved with a clarification that Mandie Featherstone and CSA coordinated the pickleball coach event together.

Reports

General Manager Report

- Admin items
 - Working on recommended license agreement updates. Joe D'Agostino is our Consulate POC for this.
 - Three applicants for Finance Director; interviews this week and next.
 - Deadline for applications for the General Manager position is moved to Oct. 2 to provide the opportunity for the CLO EFM panel on Sept. 26 and the Wiesbaden job fair on the 26th.
 - Retail Manager has given notice that he will be getting a Consulate job; a current bartender is very interested and will be interviewed this week.
 - Survey – suggest conducting a CSA services survey in late October/early November. Open for 2-3 weeks. People have been at Post long enough for feedback, and will be a good tool/information set to provide to the next board.
- Fitness: Proposed Dance Studio renovations generated a lot community questions; FAC looking into tempered glass for the space for safety concerns. We have three potential instructors and two requests for private use that are pending commencement of the renovation project.
- Cable: The Xoro box we use is no longer being manufactured, nor are its components. At this time we can still purchase existing products from eBay, but this is not a long-term solution. Service Department is working on immediate and long-term solutions for consideration.
- Shuttle: NSTR
- CSS:
 - Follow-up from fall incident: installing permanent baby gate, leaving door (fire/safety) but door will remain open.

- Back to School BBQ on Sept. 9 went very well
- Registration levels are low; staffing is being adjusted appropriately.

Fieldhouse

- Events:
 - Bingo Night was Sept. 12 – thank you TalentCare!
 - Oktoberfest is scheduled for October 14, 2023. Still need volunteers.
- Bar: Needs a new keg cooler; quotes should be arriving in about a week.
- QS, Rentals: NSTR
- Valerio's: NSTR

Consulate

- CASA Building
 - Chelsea's, Mr. Clean, Heinrich: NSTR
 - TDY Quarters: Slow opening. RSO-cleared photos of the apartments are available for those who would like. Working on having 6-8 guests stay from January 1, 2024 until May 31, 2024.
 - Massage: Amber Sabin has moved in and had a great two weeks.
- Shoppette: NSTR

CLO

- Not Present

FAC

- Moving along with gym and Dance Studio project.
- They are adjusting to requests and PRs.
- Kids gym to facilities to office space to share with GSO and facilities.

GSO

- The wine PRs are moving along.
- Will the CSA continue with job tickets?
 - CSA – Yes
- Working the new tent policy.
- Cafeteria closure and other events to meet the food demand during lunch. EFMs need approval to sell food.

RSO

- NSTR

MGT

- Super stock the Shopette and extended hours during cafeteria closure time.
- Advertising jobs at fair and email blasts.

Financial Report

- Aug was profitable – we had to run the USMC Ball costs this month by paying the Westin.
- School financials likely to show a monthly loss moving forward due to low enrollment; mitigating this loss through staffing cuts while maintaining safe staffing levels.
- Job tickets are currently negative; the majority of these sales are at the end of the year.

- Shuttle is still negative and anticipate it will remain at a slight loss.
- TDY is currently a loss due to incurring start-up costs this year with income for just part of the year.

CSS Committee

- NSTR

Capital Improvement Plan Committee

- Setting up a committee meeting to discuss priorities.

Consulate Committee

- NSTR

Siedlung Committee

- Going over new contract for Valerio's.
- Went to inspection, no major issues.
 - He needs a new, formal health inspection.
- Valerio's will be on vacation October 18 – December 2, 2023.

Employment Committee

- Interest in finance director position (3 applicants), less in GM position. Finance director interviews are next week.
- Advertising for GM position.

Pending Business

CSA Local Bank Account update

- Awaiting the results of CSA Berlin's appeal.

Marine Corps Ball

- 164 tickets have been sold; need to sell 200 to cover all costs associated with the Westin. All tickets after that cover CSA's costs to support the event.

New Business

2024-2025 Board

- Advertising the elections and who will stay. Alicia Pegues and Brian Goff volunteered to serve on the Elections Committee.

Region 7 gym equipment

- Region 7 Equipment Donation
 - Capt. Margiotta of the Region 7 Marines has reached out to ask if they can put a piece of equipment into the CSA Becher 19 gym. I let him know that the board needed to review the information, possibly discuss and vote on this - and that we would need to have an MOU written.
 - Capt. Margiotta is on leave until 25 September.
 - Here is the information:
 - It is a Reverse Hyperextension machine.
 - Region 7 Marines would be responsible for maintenance of this particular piece of equipment. CSA will notify the Region of any issues with the equipment as soon as we are aware of any issues.

- I have not clarified that the Marines would be liable for any issues as a result of the machine if there is some type of failure. I can present this question to Capt. Margiotta along with any additional questions the board has.
- All CSA fitness center members are allowed to use the machine.
- Joe Owusu will work with the Marines to determine the best location in the fitness center for the machine.
- We will put together an MOU with all pertinent information if the board decides to proceed.

Talent Care Management

- Explanation of the program.

Additional Action Items

- NSTR