

MINUTES

CSA Board Meeting

Date | time March 19, 2024 | 12:00 | *Meeting called to order by* Brian Goff, Vice Chair

In Attendance

Alicia Pegues, Chair (2023/24)	Trena Bolden Fields, General Manager
Susan Brown, Vice Chair (2023/24)	Stacey Spurgeon, At Large (2023/25)
Carla Deo, Finance Director	Andrew Boxx, FAC
Deborah Ng, At Large	Caroline Harley, GSO
Mandie Featherstone, Talent Care	Alan Amisano, Chair (2024/25)
Raquel Diaz Dominguez, CLO	Brian Goff, Vice Chair (2024/25)
Anthon Petty, At Large (2024/25)	Tyler Hendricks, Treasurer (2024/25)
Kelly Ku, Secretary (2024/25)	Gunny D (Marine Corps)

Approval of Minutes

- February 2024 minutes approved.
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Reports

Turnover of Board to Incoming 2024-2025 Board Members

General Manager Report:

Becher 19

- Fitness: NSTR
 - Cable: PCS season is here extremely busy. We have had around 20 cancellations and new arrivals are signing up.
- Shuttle: NSTR
- CSA Volkswagen: NSTR
- CSS: 27 students register for summer camp; Fall school year currently 25 registered.

Fieldhouse

- Events: Women's event at the fieldhouse
- DPO Jennifer Walsh will speak for our women's history month event today at 6 pm at the The Wunderbar and Valerios will be open. (GM note)
- Bar: Will open Thursdays. have a band planned for April 18th, and possible band for May/June.
- starting the second week in March. We will feature a Happy Hour menu from starting at 5 pm on Thursdays.
- QuickShop – Updated contracts.
 - Cashiers meeting took place this month. Cashiers have updated contracts.
- Rentals: Nothing (NSTR)
- Valerios: Three week vacation in May. Not planning to continue contract. Valerio applied to new jobs. Need something in writing to exit contract.
 - Trena is reaching out to other vendors. Spoke with owner of Asia Diamonds about possibly doing an American menu. Possibly use the Marines during May.

Consulate

- Shoppette: Extending hours.
 - Monday thru Thursday. New hours are 10 am-3pm. Fridays will be 10 am to 2 pm.
- CASA Building
 - Amber's Massage Therapy, Amber out for the next 10 days.

- Mr. Clean: NSTR
- Heinrich: NSTR
- Salon: Has submitted Master Barber paperwork to RSO for clearance. Master Barbera hair stylist he can work with as well.
- CASA: Still showing spaces, Diplomatic security has boxes the CASA Kitchen, Caroline and GSO are coordinating getting these items out of the space and shipped to Amman will be at least another 3-4 weeks before clearing if everything goes smoothly.
- TDY Apartments: Full through July.
- Audit is complete, compliments to Carla for all her hard work.
- Monitoring staff hours as people have been working over hours.
- More space is needed for the CSA team, Anthon Petty will be working with Trena in locating space and they will plan a time to meet and reconvene.

CLO

- The CLO is extremely short staffed until about July/August.
- Anna is helping with the CLO events.
- Next event is April 28th, community yard sale from 12-3, looking at 5 euro for a table to ensure people get their tables. There are 30 tables and possibility of using picnic tables.
- April 11th CG is having a Thank you event for all social sponsors. Need 140 sponsors.
- May 18th is a Sunday Brunch for the graduates, looking at where to host this event (Fieldhouse or CGs)
- June will have a farewell event.
- July 3rd Independence Day celebration starting at 4 pm.
- Every Wednesday meets with Telework group at the fieldhouse, requested a microwave to warm up food.
- Discussed a water fountain for the fieldhouse and asked what was going on with that.

FAC

- Playground by Betcher will need to be worked on, working on dates as currently scheduled for end of summer and maybe an issues.
- Fixing a wall in the daycare in the next couple of weeks.
- Needs to discuss hotel lock out procedure.

GSO

- NSTR

RSO

- Not Present

MGT

- Not present but Trena informed that they are meeting with management in the next 2 weeks for licensing.

Financial Report

- Carla, last month slowing losses, February at a positive because of TDY housing. Month closing will send out financials to board. Has added ratios for CR.

Marine Ball

- Looking at the Sheraton for the 249th Marine Corps Ball.
 - Set date is November 2, 2024 (GM note)
 - Trena will coordinate a visit to the Sheraton to see space with GySgt, Board Chair, & RSO (GM note)
- Space was sufficient, last year's space was too small.
- Estimated prices \$175. Board feels this is too high.

- Look into other options before signing contract.
- Marine fundraising, look at when and where to do this.
- How to bring down cost, possibly talk to the Seabees.
- Form a dedicated Ball Committee.

Auditor

- Andreas Grau
- The audit was pleasant and professional. There were no findings.
- Management letter will be issued.
- Only consideration/recommendation is to do a float verification every day.

Pending Business

- Commerz: NSTR
- Marine Corps Ball 2024: Addressed and still working on
- CARE Program in Consular: There are 2 flights from Kabul, pre-acceptance paperwork is happening, currently it is reducing the number of people coming, up to 250 acceptances in Kabul on hold.
- 2024-2025 board committees:
 - CSS
 - Capital improvement.
 - Consulate/Siedlung/Events
 - Ad hoc board when needed employment/elections committee

Talent Care

- Thank you to GSO and facilities for mirrors in the workout room.
- CSS/PTA are doing a fundraiser during the community yard sale, meeting tomorrow to finalize plans.

A question was raised about an ATM at the fieldhouse, Alan reach out to CR in regards to this.

Pending Business

- Marine Corps Ball –Fundraising, location and committee.
- Tyler make schedule for internal audit.
- Trena send out login information for CSA documents.
- Carla resend financial information to board members

Additional Action Items

- NSTR