



March 16, 2017

MINUTES

The monthly meeting of the Executive Board of the COMMUNITY SERVICE ASSOCIATION (CSA) was held on Thursday, March 16, 2017 in Room 2249 of the Eugene Brucker Education Center, 4100 Normal Street, San Diego, CA, 92103. Chairperson Felix called the meeting to order at 4:08 p.m.

Approval of January Meeting Minutes: It was noted that the minutes of January 12, 2017 contained inaccuracies concerning the spelling of Board Member Fiedler's name, Board Member Raffle's teaching subject areas, and the list of board members present at the meeting. A motion (Ward/Wood) to accept the minutes of January 12, 2017 with corrections as noted was unanimously approved. Board members were asked to review minutes and to inform Asaro of any minor edits prior to the next scheduled meeting.

Financial Reports for January-February, 2017: A motion (Fiedler/Bryant) to accept the January-February, 2017 financial reports as submitted was unanimously approved. Asaro noted three stale checks: Sankofa Bird (designated donation of \$100), Jackie Robinson YMCA (grant award of \$700), and SDHS School of International Business, Parent Connection (designated donation of \$100). Asaro stated that it appears the Sankofa Bird agency is no longer in existence; and the person who designated the donation is on leave of absence. The Board asked Asaro to follow up with Jackie Robinson YMCA and SDHS School of International Business, Parent Connection.

Other discussion on financial matters: Ward asked for a listing of those agencies that were awarded grants in 2016-2017 but did not apply for a grant in 2017-1028. Felix stated that files and other documentation had been turned over to the district auditor, Jaime Buensuceso. The audit will be completed some time this spring.

Arthur Hanby Memorial Garden: Hippe shared that Arthur Hanby, the well-respected and admired leader of the Strategic Sourcing and Contracts Department (SSC), passed away in December, 2016. Hanby was a long-standing CSA member who also served as a CSA board member. The SSC Department has convened a committee to plan and execute a memorial garden on site in Hanby's honor. Work on the garden will be completed by staff volunteers on weekends or after regular work hours. Thus far, employees have donated approximately \$3,600 to cover the cost of the rocks, fountain elements, plants, etc. Hippe asked that the CSA Board of Directors consider donating toward establishment of the rock garden. Ward applauded the SSC Department for their efforts. However, she pointed out that the CSA mission statement did not lend itself to donations toward memorials. Therefore, it was generally agreed that the Board could not consider the request. However, Board Members wishing to make an individual donation to support the creation of the Arthur Hanby Memorial Garden are encouraged to do so. Personal checks may be written to MOCBC and forwarded directly to Hippe. Hippe noted that any funds remaining after the establishment of the memorial garden would be donated to the American Cancer Society in Hanby's name.

Partnership with First Financial Credit Union: Asaro shared with the board that First Financial Credit Union was interested in a partnership with CSA. The credit union manager has provided a standard form for this purpose, but invited the board to make changes to the form in reference to CSA's responsibilities in the partnership. Bryant suggested that a subcommittee be convened to review the form and make suggested revisions for consideration by the full board at a future meeting. Bryant and Calton volunteered to serve on the subcommittee. Asaro will meet with them on Thursday, April 13, 3:15 p.m., prior to the regularly scheduled CSA Board of Directors meeting.

Round Table: Ward asked about the status of the website update. Asaro indicated that Susan Levine had been ill but that they would be meeting in the near future to review the website and make necessary updates. Asaro will also look into taking a website class.

The meeting was adjourned at 4:50 p.m.

Barbara Asaro
Secretary/Treasurer

PRESENT: Bryant, Calton, Felix, Fiedler, Hippe, Raffel, Ward, Wood

EXCUSED: Kleiner, Wilson