



Community Service Association • 4100 Normal Street • San Diego, CA 92103-2682

June 4, 2015

## MINUTES

The monthly meeting of the Executive Board of COMMUNITY SERVICE ASSOCIATION (CSA) was held on Thursday, June 4, 2015, at the Eugene Brucker Education Center, Room 2249. Chairperson Ortler called the meeting to order at 4:11 p.m. and welcomed board members.

### **Secretary/Treasurer Update**

Ortler gave board members a brief update on Michele Fettig, CSA Secretary/Treasurer, who was unable to attend the meeting. Ortler also relayed the message from Fettig that she was going to retire from the Secretary/Treasurer position at the end of October.

Ortler proposed that during Fettig's absence the duties of the secretary/treasurer would temporarily be assumed by board members until Fettig would be able to return. Ortler said that he would send out via email before summer vacation with a list of the duties to be covered and which board members had volunteered for them.

**Minutes for May 2015:** Minutes had been distributed by email for review before the meeting. Motion by Williams/Felix passed unanimously to accept the May 14 meeting minutes.

**Designation Issue Update:** Ward reported that she spoke with the CSA member who attended the May board meeting with a concern about donation designations, and that she relayed the board's decision to fund the current year designation only. Ward stated that the CSA member was unhappy with the result and was concerned that this issue could occur again because not every site has a CSA site representative. Ward said she thanked the member for her donations, apologized for any lack of communication, and invited her to become a board member in order to help improve CSA.

**Grant Allocations – Second reading:** Board members discussed how to re-allocate grant funds in order to honor the designation request of the CSA member who came to the May 14 meeting. Approximately \$600 would be needed for the designation. Felix made a motion for a \$500 reduction to the cushion of funds reserved to allow for changes in CSA members' payroll deductions. The proposed reduction would still leave a \$1500 cushion which he advised would be sufficient. Williams seconded the motion and it passed unanimously. To acquire the \$100 still needed, Harrelson suggested two reductions to allocations made in the first reading: Alpha Project to be reduced from \$1550 to \$1500, and the Girl Scouts to be reduced from \$750 to \$700. Motion by Williams/Felix passed unanimously.

**Partnership for Children – Next Steps:** Ortler told board members that the superintendent would be holding meetings over the summer to start planning the CSA campaign and CSA's role in the collaboration of the Partnership for Children. Ortler asked board members for ideas for promoting CSA to be shared at those meetings, because a stronger, growing CSA would in turn benefit the

Partnership for children. Ideas suggested included: an announcement/table at the Back-to-School Management meeting, an all-employee email, a message on district/CSA websites, CSA presence at the meetings with union leaders and ambassador trainings by unions, a presentation by administration at the CSA membership meeting, administration support of the CSA circular regarding Site Representatives and the membership campaign, and a SDUSD Board of Education proclamation regarding the 60<sup>th</sup> anniversary of CSA.

**Round Table**

Ward Said that the flowers and gift cards were sent to Fettig at her home.

Meeting was adjourned at 5:29 p.m.

John Ortler  
Chairperson

PRESENT: Ahlgren, Felix, Fowler, Harrelson, Ortler, Ward, Williams, Womack-Williams, Wood,  
Bartholomew

EXCUSED: Read, Fettig