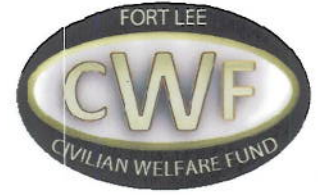




FORT LEE

## CIVILIAN WELFARE FUND



### MEETING MINUTES

4/17/2013

#### Officers Present:

Ed Manuel, MWR Advisor  
Susan Garling, Fund Manager  
Mike Ross, Restaurant Fund Officer

Kimberly Fritz, Nominated Chair Elect  
Stacey Towns, Nominated Vice-Chair Elect  
Angela Bellamy, Nominated Secretary Elect

#### Agencies Present:

Bertie Eddy & Carrie Williams, DECA  
Brenda Pilkerton, Garrison  
Denise Smith, DCMA  
Barbara Vonada & Reagen Wilson, Ordnance  
Steve Jones & Joy Galloni, ALU  
Catherine Gadsden, QMC&S  
Wilma Winn & Kirk Dube, SEC-LEE

Helena D'Amario, TS  
Queen Bundy & Khandice Brooks, NEC-LEE  
Kathy Cunningham, USAFMSA  
Tricia Goins, MEPS  
Idian Hall, DENTAC  
Shelia Brown, DFAS

#### Agencies Absent:


Ginny Bishop, CASCOM  
Rosa Woodley, MEDDAC  
Jay Grandin, LESD

Kenneth Bolton, DOL  
Ken Kester, AIR FORCE


The purpose of this meeting was to discuss the steps necessary to re-establish the CWF and have it fully functioning by May 2013 and elect appointed board members.

1. The meeting was called to order by Ed Manuel at 1000. He welcomed everyone to the meeting and explained that we were looking to rebuild CWF. He allowed time for agency POC introductions. Mr. Manuel then introduced the guest speaker, Mr. Richard Armstrong, Ed. D., Deputy to the Commander, U.S. Army Ordnance School.
2. Mr. Armstrong spoke about the peaks and valleys of the present morale with employees and gave a history and background of the CWF. He stated that all representatives in the room would play an active role as the CWF representatives for the entire Fort Lee civilian work force and they would be responsible for providing updates to employees in their agency.
3. Mr. Manual stated the Garrison Commander appointed Mrs. Susan Garling as the Fund Manager and this meeting would establish the elected board member positions.
4. Mr. Manuel reminded the primary members if they could not attend meetings to have the alternate attend in their place. He then introduced the nominated individuals for the board: Kimberly Fritz - nominated Chairperson, Stacey Towns - nominated Vice-Chair, and Angela Bellamy - nominated Secretary. He then asked if there were any floor nominations. No nominations were submitted from floor.

5. Ballots were distributed and votes were cast. Votes were counted with no write-ins. Mr. Manuel stated after the count, "So annotated from this meeting today those nominated are your new elected members". He informed the group that slide show and all handouts from today's meeting would be sent out via email to all primary, alternates and command/directors.
6. Mr. Manuel provided a brief regarding the back ground of the CWF and the governing regulations: 215-7 & 215-1.
7. Mr. Manuel stated that is important for everyone to review the Charter and keep it updated. He explained the Charter should not only be considered in the short term but very important that is long term.
8. Mrs. Garling reported that we presently have over \$80,000 in the bank and there are approximately 6,000 civilians working on Fort Lee. A CWF budget will need to be created and reviewed once a month by the board.
9. There was group discussion on the use of CWF funds to support civilians and vending machine locations. It was explained previous means of support are no longer in place and that a Building/Vending Machine Committee has been created.
10. The newly elected Chairperson, Kimberly Fritz, stated the next meeting date will be determined and the information will be disseminated. The next meeting will establish committees.
11. The meeting was adjourned at 1111.

  
KIMBERLY K. FRITZ (Date)  
Chairperson

 4/24/13  
SUSAN N. GARLING (Date)  
Fund Manager

  
RODNEY D. EDGE (Date)  
COL, LG  
Garrison Commander

Encl