

**Civilian Welfare Fund  
Council Meeting Minutes  
October 28, 2015 -- 2 p.m.**

**Officers Present:**

Kimberly Fritz, Chairman  
Susan Garling, Fund Manager  
Megan Green, Assistant Fund Manager

**Officers Absent:**

Carrie Williams, Secretary  
Stacey Townes, Vice-Chairman

**Agencies Present:**

Bertie Eddy, DeCA HQ  
Rosa Woodley, MEDDAC  
Steve Jones, ALU  
Kathy Cunningham, USA/FMSA  
Michael Rainey, TRAC-LEE

Melissa Burgess, DCMA  
Barbara Vonada, Ordnance  
Queen Bundy, NEC-LEE  
Ken Kester, USAF

**Agencies Absent:**

Brenda Pilkerton, Garrison  
Carmen Robertson, QMC&S  
Andrea McRuffin, Transportation  
Tricia Goins, MEPS  
Idian Hall, DENTAC  
Paula Sutherland, GCSS-Army

Tekeya Holley, CASCOM  
Andrea Lakata, SEC-LEE  
Kimberly Castle, LESD  
Kenneth Bolton, DOL  
Sheila Brown, DMPO/DFAS  
James Midgett, Fort Lee Commissary

**The meeting was called to order at 2 p.m.**

1. Chairman: (Kimberly Fritz)
  - a. Next year's Council meeting dates have been posted to the CWF Facebook page and CWF website:
    - January 27, 2016
    - April 27, 2016
    - July 27, 2016
    - October 26, 2016
  - b. Voting members for 2016 are: Garrison, CASCOM, ORDNANCE, Quartermaster School, Transportation School, LESD, MEPS, DENTAC, DMPO/DFAS and Fort Lee Commissary.
2. Fund Manager: (Susan Garling)
  - a. CWF fund balance and assets currently total \$111,773.60.
  - b. Kudos to CWF Secretary Ms. Carrie Williams for her fantastic work with the fall 2015 CWF Outstanding Civilian Service Awards.

3. Assistant Fund Manager: (Megan Green)

Fort Lee MWR now has a standing contract for buses. This could be useful to the Fort Lee CWF in planning/executing bus trips.

4. Restaurant Fund: (Susan Garling, Acting)

There will be a substantial increase in the monthly dividends. Our monthly commission income will at least double due to calculation changes made by the vending company.

5. Financial Committee: (Stacey Townes, Chairman)

No report.

6. Publicity Committee: (Susan Garling, Chairman):

In addition to the keepsake box and Jefferson cup, the CWF now also offers retirees two more choices: a desk clock and a golf putter in a box. All items are stocked. Note: Our supply will take a big hit with the upcoming retirement of more than 50 lodging employees at the end of 2015. It is likely some items will need to be replenished in 2016.

7. Social/Fundraising Committee: (Barbara Vonada, Chairman)

There will be no bus trip in 2015 due to change in work commitments.

8. Vending Machine/Building Committee: (Brenda Pilkerton, Chairman)

No report.

**Old Business**

A motion was made to allow retiring civilians to combine their military years of service with civilian service to assist them in reaching the required 40 years of Federal service to obtain a U.S. flag flown over the capitol.


*Motion was passed.*

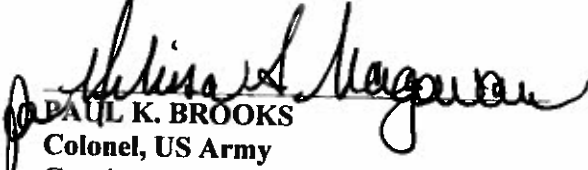
**New Business**


Topic: Spending CWF funds in a responsible fashion to reach out and support as many Fort Lee DoD civilians as possible. Suggestion: Twice-a-year civilian luncheon and cookie/fruit delivery for those who can't attend luncheon due to mission requirements. The Lee Club can accommodate 300 or more. Members agreed to table this topic until the first meeting in 2016 for more discussion and possibly a vote.

**The meeting was adjourned at 3:45 p.m.**

The next CWF Council meeting will be held January 27, 2016 at 2 p.m. in the EEO Conference Room.

  
\_\_\_\_\_  
**KIMBERLY K. FRITZ**  
Civilian Welfare Fund  
Chairperson  
2/19/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
**PAUL K. BROOKS**  
Colonel, US Army  
Garrison Commander  
26 Feb 16  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
**SUSAN N. GARLING**  
Civilian Welfare Fund  
Fund Manager  
2/19/16  
\_\_\_\_\_  
Date