

AERWA Members Meeting
March 7, 2012 at 16:00
18 members in attendance

Board membership:

- Heather Khan was voted in as the new Treasurer.
- Kate Higgins was voted in as the new Secretary.
- Acting President noted that the board is looking for a President.

Changes to be implemented:

- Membership dues: Direct Hire Americans and their equivalents are eligible for membership. Moving forward, single memberships will be \$100 per calendar year (starting upon payment) and family memberships will be \$150 per calendar year. There is only an annual membership fee, eliminating a refundable deposit option. Temporary duty employees are not assessed a fee.
- Gym membership: the new fee schedule is as follows:
 - Single membership - \$20/month, plus \$10 key deposit
 - Family membership - \$30/month, plus \$10/key deposit
 - TDY membership - \$25/month, plus \$10 key deposit

The gym lock will be changed in one week (March 14), and new keys will be available from Suzanne in the Embassy's Political Section.

Other services that will be offered:

- SAMTREX service, once payment of debt is complete
- Events, including craft fairs
- AFN service
 - AFN boxes will need to be reclaimed and reissued, though those boxes already installed will likely remain exactly where they are. Some agencies own their own boxes. Maintenance of AFN boxes and services will only be through AERWA. There will be a monthly fee associated with the services, which is still being determined.

Financial update:

- There's no evidence of fraud, only poor accounting.
- Outstanding balances of individual members amount to approximately \$1,000, and invoices will be sent individually.
- Larger amounts are owed from USAID, Embassy Kinshasa and Embassy Brazzaville.
- Once those debts are paid, our bill to SAMTREX will be approximately \$16,000.
- We'll apply for a loan to cover that debt.

Responses to members' questions/other:

- The Association cannot afford to have any employees, so for the time being all events will be member supported and board members will take on additional tasks.
- Employee's window of ordering consumables does not change with the suspension of SAMTREX services. Front Office was included in this discussion and indicated that there is no flexibility in this regulation.
- Refunds are unlikely for members who have paid refundable membership fees. Existing debt takes precedence.
- Gym maintenance will continue, and moving forward, funds generated through gym memberships will pay for improvements.

- No food operations will be considered right now.
- Bylaws and other official documents should be available to members.