

**WCST Committee Meeting Minutes**  
(July 12, 2016)

**Those in attendance:** Donna Glover, Jackie Byrd, Tony Washmera, Alyse Lustig, Meredith Fruchtenicht, Erin James, Tess Wendler, Adrian Lohse, Matt McCloskey, Robin Lewis

*ABSENT: MATT DOBBS -*  
**Call to Order:** Matt McCloskey 7:10pm

**Homeowner's Open Forum:** No homeowners present.

**Approval of Minutes:** Motion to pass- Tony Washmera; 2nd- Erin James , further discussion:none,, motion passes.

**Secretary: (Meredith Fruchtenicht)**

- End of Year Awards: Plan to order the following at Alpine Awards for end of year rewards on 8/28/16:
  1. High Point, Stingray Award, and Most improved for male/female in all age groups
  2. Gold, silver and bronze pop time medals
  3. Allan B Smith Award(plaque)
  4. Best of the Best (large plaque with plates for years going forward, will stay in trophy case at pool.)
  5. Sponsorship Awards (picture plaques)
- Erin James to order Participation pins for all registered swimmers in lieu of trophies, and will order lanyards.
- 10 year participant pins will be ordered by Erin also.

**CHOA Update: (Donna Glover)**

**WCST Committee Charter - approved by CHOA Board**

- Amend Swim Clinic section to include "Bullet E" - to provide detail balance sheet at the conclusion of each clinic with the following information:
  - Number of participations (resident vs non-resident)
  - Detail of income (fees collected)
  - Detail of expenses (coach's salaries, other expenses)
  - New balance summary (e.g. income vs expenses)

**CHOA Follow-up**

- ✓ \$500 deposit check
- ✓ Delay checking account cutover till Sept 2016 - end of current season
- ✓ Increase Wi-Fi at main pool area on July CHOA meeting agenda
- ✓ Crossing Challenge
  - Ok for parents on deck Friday night
  - Notify security and keep downstairs bathrooms open
  - Landscape company schedule to turn off sprinklers on Tuesday night (19<sup>th</sup>)
  - Parking issues - residents to call what #for issues
  - Friday night event
    - Addl insurance cost
    - What time on Friday does pool need to be closed to Homeowners?

**2017 Budget**

Due to Tim by Friday, July 15<sup>th</sup>  
Initial CHOA Review on Thursday, July 21<sup>st</sup> @ 7pm -  
Need Treasurer & Director to attend 1<sup>st</sup> hour to review WCST proposed budget

**Treasurer:(Jackie Byrd)**

- Working on budget for 2017
- Kitchen is running behind on making numbers, but they have spent less than expected.
- Payroll is going well. Pay checks should only go to Jackie, Matt McCloskey,, Matt Dobbs or Alyse Lustig for distribution.
- Crossings Challenge Fees: next year it will be increased another \$2/swimmer which ends up being a \$5 over 2 years.

#### **Boosters: (Tess Wendler & Erin James)**

- Age group events: today was 11/12 event at Cowell Pool; 9/10's camp out 7/19/16. Camp out is optional, some families can go home after the activities or camp at the greenbelt. CHOA offers to provide pizza for this event. 6&U has activity the Friday prior to Crossings Challenge.
- Coach appreciation week - July 25-29
- Family fun night- (7/27/16) We will empty out what's left in kitchen.
- City Spirit week Aug 1-5. Our Dance will be Weds. 8/3/16 at 6-8pm. Fun events planned during practice that week. Tess working on "stings"-may open up to 13/14's and ask for parent volunteer drivers. Potential talent show 8/1 on greenbelt.
- Erin to order pins for participation awards and 10 year awards. Lanyard will be given at awards,too.

#### **Fundraising:(Robin Lewis)**

- Swim a thon \$3100, checks still coming in.
- Dine and Donate with Outback, made \$360.00. May use Outback again for End of Year Awards.
- Fundraising to date: Goal \$14,249.00 actual \$16,393.00
- Crossings Challenge: Sammy and Mike to take photography to order for fundraising.
- Coach Adrian recommends that the swim-a-thon during practice next year. Robin to meet with Adrian to discuss ideas for next year.

#### **Meet Director:(Tony Washmera)**

- Jobs overview: Families are not signing up for jobs or not showing up. Tony working on this and recommendation that the specific families get emails from Tony/Matt McCloskey, swimmers will not be allowed to swim if parents not signed up or don't show up.
- DCSL- need two non team logo pop ups for over grand stands. Tony and Matt McCloskey or Eric Oberbruner to help set up.
- Sue and Data team trying to trouble shoot as to why the system crashed at SSC meet, but just in case we have 18 new stop watches for back up.
- Signing in for invitationals-reminder email to go out again. EXCEPT for CROSSINGS CHALLENGE and CITY MEET which will be a sign out because Adrian is trying to encourage more numbers.
- Adrian to Tony Washmera- all league meets we should be notifying coaches of DQ slips within 30 minutes of DQ. DQ info needs to be added to coaches meeting prior to meet. May move announcer closer to starter(under scoreboard) so the DQ slips can be announced right away.

#### **IT Director:(Alyse Lustig)**

- End of Year survey will be sent out to WCST committee first before going out to team.
- Invitationals- seed times are not the most up to date so some families are confused about whether their child pops or not. Adrian can run a "best times" report, we could publish that on our website.
- In "documents" section, Alyse to clean it out and delete the meet programs and keep meet results.
- Swimmer of the Week will continue this Weds night meet.

#### **Head Coach:**

- WCST took 1st place at Devil Mountain Pentathlon! (Alyse to submit article to Signal)
- Coaches reviews due by August
- Fall clinic to be advertised at Crossings Challenge and City Meet and the team website link to Eagle Rays.
- Adrian working with some kids who do not have any B times and cannot participate in Crossings Challenge to put together a cheering section.

**Directors:(Matt McCloskey)**

- Robin Lewis for Matt Dobbs: Wants name change from Meet Director Elect to Meet Director Assistant, and Director Elect to Director Assistant. Reason to change: If a director wants to stay longer than one year they are not forced out. The concern is that at some point we could have both director and director assistant leave at the same time. Per Donna Glover: following Robert's rule of order-a term has to be determined. Adrian recommends that whomever takes over for a director is someone that has served on the committee in any capacity so that they have context, then you don't need a director elect. Robin recommends that if a director wants to stay on they could put their name on the ballot to be re-elected. Jackie Byrd feels it is very important to have a person groomed for the two major jobs-Director and Meet Director.
- Plan to rotate the job title(elect, director) but the job is the same vs run every year and the assistant is there if director leaves.
- Donna Glover recommendation: If Meet Directory Elelct position is vacated at end of the year the board can appoint someone for Meet Director(which is what Meet Director Elect would have gone into it.) Then end of year election would elect Meet Director Elect.
- SOP is work in progress.
- Crossings Challenge-there will not be a food truck, too expensive. Other vendor agreements are in the works.

**Motion to Adjourn:** motion-Matt McCloskey, Tony Washmera-2nd, no further discussion. Motion passes. Adjourned 9:30pm.

**Executive Session-** see attached.

**Next meeting:** August 9, 2016

I, Meredith Fruchtensicht **COMMITTEE CERTIFICATION**  
(Committee Member's Name) **Secretary**  
(Office Held)

**of the Walnut Country Swim Team do hereby certify that the foregoing is a true and correct copy of the Minutes of the Walnut Country Swim Team Committee Meeting held on 7/12/16 as approved by the attending Committee Members.**

**Signature:** M. Fruchtensicht

**Date:** 7/12/16