

Cowell Homeowners Association
Walnut Country Swim Team Committee Meeting Minutes
Tuesday, April 10, 2018

Present: M. Weinmann , A. Nonaka, T. Wendler, G. Davey, J. Dobbs, T. Tadiar (Lindquist), R. Lewis, N. Washmera M. Ulicki and C. Louie

Not Present: T. Huckestein,

1.) Call to Order: 7:01 p.m.

2.) Homeowner's Open Forum: No homeowners present.

3.) Approval of Minutes: It was moved and seconded (R. Lewis /J. Dobbs) to approve the March 13, 2018 Committee Meeting Minutes. Motion carried.

4.) CHOA Update: CHOA President Mark Weinmann announced he is leaving as chair swim team committee. Next meeting will be the last meeting. New CHOA swim committee member will be Mitch Kopp. He is related to the Summers family on the swim team. Mark asked if there are any issues with the FOBs. No major problems reported except for the timing of opening the door after swiping the FOB. CHOA has approved ADP for payroll process. WiFi at the pool is being discussed based on cost and making sure it is secure as there will be several people at the pools on days such as meets. The concern is hacking CHOA. Will be approved at the next CHOA meeting. T. Wendler said we need to make sure the bandwidth is ok as it may interfere with swim meets computer systems. M. Weinmann replied that it will be password protected and may change every couple months. This will help limiting access to homeowners. M. Weinmann is requesting a confirmation for Concert in the Park on Saturday, June 30th if WCST will be selling food. The event is 6pm-8pm. M. Weinmann mentions he is stepping away during this meeting at 7:30pm but will back.

5.) Director:

A. Electronic payroll integration

- a. N. Washmera has looked into what it looks like to get everyone on this payroll. All hourly associates will be clocking in electronically through ADP. N. Washmera has met with employees on how to do it. More details will follow during executive session. However, the question is how the schedule would be worked out so employees can look up the schedule on the ADP system after Coach Adrian Lohse has set it up. R. Lewis will work with Coach Adrian to make sure the process seamless for him.
- b. Mini lessons are et in 20-minute increments not 30 minutes. There is also a different pay rate so the concern is how will ADP mange this in the system. At this time, it will be processed as it currently is through Collins Mgmt. Mini lessons start in June.
- c. Employees have the apps on their phone and has had training on how to log in to ADP. N. Washmera is wondering if we need another device that way employees/swimmer coaches can log in. They can't be legally asked to use their phone. We need to decide soon and N. Washmera will lock the IP address so that way employees can't log in from home. R. Lewis said the other side of it is from a legal standpoint, we should be able to manually log their hours. G. Davey offered an old device but we want to make sure that it's locked to prevent theft. Coach Adrian will have to oversee the swimmer coaches clocking out to avoid a violation. N. Washmera has the ability to set time constraints when they clock in or out (such as clocking time no more than 15 minutes before or 15 minutes afterward). This will only work if there is a set schedule on the ADP site. G. Davey mentions that an alternative solution would be that each board member can have the app on their phone. Swimmer coaches can use board member's devices if they don't have one to use.
- d. Debit cards application was turned in last Friday. So far one confirmed for payroll.

B. 7/8 Practice time exceptions

- a. 7/8 start at 3:30 and 6&U start at 4pm. R. Lewis wants to propose to coach that 7/8 join the 6&U group. A. Nonaka feels that there are borderline numbers that 6&U group needs the coaches and wouldn't want to throw in 7/8s to the mix. There are 7 7/8s affected by the time. 6 of which are Eagle Peak. A. Nonaka recommends that the 7/8s join the 9/10 group as this would be less impacted. 6&U developmentally cannot comingle. Coach Adrian should be able to decide how he would run the 7/8 group within the 9/10 group. If an exception isn't made, we have the potential of losing families. Concern is how to communicate it out to families who need this. Harish, Utter and Sonoda families A. Nonaka has spoken with. The Darnell family was here last year and A. Nonaka will talk to them when they register. If a new family joins afterward, they can talk to Coach Adrian. There needs to be flexibility for all. Concern is people going to Coach to request exceptions as it may not be consistent to all families. All exceptions should run through the board.

- b. R. Lewis will send out information to the following families about practice exceptions: Utter, Harish, Menjavar, Sonoda, Nonaka, Liu and Darnell
- c. There has been chatter about 9/10s mixed with 11/12s as groups might not mix well, especially for the girls. WCST only have the pool until 12pm. Only way to make this work is moving the older group earlier during the summer. If there has to be a mix of these groups, perhaps separate lanes may help (3 lanes 9/10s and 3 lanes 11/12s). This may be something we need to consider for next year to have more time at the pool to separate groups. However, this also means an additional cost.
- C. Parent Mandatory Meeting – Emails should blast out beginning on Monday regarding swimsuits, jobs assignments and the mandatory meeting. An email would be sent out every Monday with a summary of information to make sure communication is out. Anything that needs to be sent in the Monday emails, need to be provided to R. Lewis the Friday prior. The Monday emails started as feedback was that we were over-communicating to the families. Only urgent items can go out on other days but everything needs to be Mondays. Parent meeting to move to potluck day 4/19. However, location is to be determined as there is something else scheduled in the Clubhouse. A. Nonaka has updated the site to reflect new date.

6.) Secretary:

- A. Little Ray exception review for 2018 season (first pass) – see provided handout
 - a. Gristci dropped last year due to jobs.
 - b. R. Lewis will talk to Coach Adrian that an exception will be made as there are only 3 current LR's listed.
 - c. Motion and seconded (R. Lewis/J. Dobbs. T. Tadiar abstained) to add 3 listed LR's swimmers Bennet Gristci, Jonathan Lindquist and Kyle Washmera in the Little Rays group.
 - d. Open for Discussion: N. Washmera doesn't want her son Kyle to take a spot if there are other LR's. If we have coaches on the deck, then maybe we should have Kyle in the water.
 - e. 4 6&U siblings that may need to be bumped down to LR's if they cannot keep up with 6&U. Safety first.
- B. Registration updated numbers (on same handout) – Including 2017 registration numbers for comparison
- C. R. Lewis and M. Ulicki will touch basis on Sunday with a list of who is deficient documents or work deposit checks.
- D. Have a table at the door ready to stop people for missing items.

7.) Treasurer:

- A. Budget
 - a. N. Washmera is concerned that the budget is not going to reach target as we have partial family swimmers (not all children in family swimming), less families registered, etc.

8.) Swimmer coach hiring committee:

- A. Update (any needs from Coach for scheduling?):
 - a. Hired 8 swimmer coaches out of the 20 that expressed interest. The remaining applicants either dropped out or had to be turned away. Parents have not expressed negative feedback as A. Nonaka was transparent that only a few are being hired. It might be an easier group to manage as they are a smaller group that are reliable, interviewed well, etc. There are some alternates if needed.
 - b. Swimmer coaches are:
 - i. Hannah Williams
 - ii. Tess Beckon
 - iii. Abigail Henzie
 - iv. Siena Rassushin
 - v. Grace Soderland
 - vi. Jacob Soderland
 - vii. Olivia Wirig
 - viii. Katrina Chavez

Additional items addressed:

- A. Boosters – G. Davey:
Shirt order will be placed next Wednesday the 18th. The sooner ordered, the sooner we'll get them. Downside is that if ordered too soon, we won't be able to order for those not registered yet. Logos of sponsors need to be in white with a black background in JPG file. Sponsors will be printed on back of shirts. G. Davey is thinking of making items available to be ordered again. To be mentioned either in the Monday emails or at the parent meeting.
- B. Meet Director – T. Wendler:
Ribbons are \$65 to make new ribbons with the new logos. We can order just enough ribbons and finish off using the old logo ribbons this year and start the new logo next year.
- C. Treasurer – N. Washmera:
 - a. 2018 WCST A & B County times and sheets need to be updated on the website. T. Wendler suggests that we use the Crossings Challenge times. This will allow the swimmers to have something to strive for. A. Nonaka will look in to this. R. Lewis said it should have A & B times and that Coach Adrian can closely work on this with A. Nonaka. Once this information is finalized, the computer data team will need to be updated since the system

factors in A & B times. N. Washmera will keep 2017 A & B times on the website as is until it can be updated with the new information. This information is prepopulated from Hytek computer system.

- b. N. Washmera request that anyone available can go to the business office and help organize things to be filed, shred etc. All swim related things should be sent to the CHOA office. Ideally, this can be completed before Pat leaves on June 1, 2018.

D. Fundraising – J. Dobbs:

- a. Reminder, Dine and Donate at Burger Lounge 4/11 is all day. A flyer needs to be presented at time of payment.

Motion to Adjourn: It was moved and seconded (R. Lewis/N. Washmera) to adjourn the regular meeting at 8:27p.m. Motion carried.

Next WCST Committee meeting is: 05/08/2018

COMMITTEE CERTIFICATION

I, _____ **Secretary**
(Committee Member's Name) (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 April 10, 2018 as approved by the attending Committee Members.

Signature:

Date: