

Cowell Homeowners Association
Walnut Country Swim Team Committee Meeting Minutes
Tuesday, September 11, 2018

Present: B. Collins (CHOA President), D. Glover (CHOA Secretary/Treasurer), R. Lewis, C. Louie, N. Washmera, M. Ulicki, A. Nonaka, T. Wendler, G. Davey, T. Huckestein, T. Tadiar (Lindquist), J. Dobbs, K. Kindorff

1.) Call to Order: 7:05 p.m.

2.) Homeowner's Open Forum:

- 1) Homeowner and WCST mother Nicole Smith expressed her feelings and concerns that the swim team is falling apart and that many families have commented to her about leaving the team. She mentioned that although not at fault of the WCST Committee, the comradery hasn't been there this year. That is part of the swim team. She came personally to see what WCST Committee meetings are about and if this is something she would like to volunteer for. Nicole Smith wonders if the team will improve by having a completed committee. She also came to the meeting as she wants to address information that she heard around the swim team – regarding swimmer percentages and questions: 1) What is the demographics of swimmers available in the Crossings? Are they younger swimmers (as she has teenagers)? She believes that a community is for a community and exists outside of the Crossings. Nicole Smith feels that people shouldn't be turned away for not being a resident. CHOA President Barry Collins confirmed that swimmer percentages are true.
 - a. B. Collins confirms there is a percentage of 51% that must live within the Crossings. CHOA Secretary D. Glover adds that it was written in 1999, amended in 2010 and recently updated in 2016. This was built in and must be honored. It would be a major change and costly with attorneys to change this. B. Collins recommends that this 2-3-page charter should be available to all swimmers. It says the rules, regulations and everything that pertains to the swim team. Everyone has the right to know what's in the Charter. The percentage dropped below what the number should have been. Rumor that the CHOA Board was upset that the numbers did not meet the 51% is false. The CHOA Board is ok with this provided that WCST Committee is aware to recruit more. It was false that the CHOA Board was upset. J. Dobbs questions, "how is this going to be enforced? What is the end number?" B. Collins replies that they don't count families but number of swimmers. It is based upon the address. This 51% was created years ago as these are amenities for residents. Years ago, the team was comprised of 100% residents. Majority has to be residents as residents complain they aren't happy when they can't use the pool due to meets, etc. D. Glover mentions that the team in 1979 were all residents. In the late 90's it began to change. 2005 the community struggled to make a team of only residents so they opened it to non-residents with 75% residents and 25% non-residents. It is where it is now. At the CHOA Board meetings residents are complaining that they can't use the pool. So, the team had to be charged for the usage of the pool in 2005. R. Lewis mentions that people are drawn to us as we're a welcoming community. How do we get involved in the community so we can bring in new children? WCST Committee are creating a liaison to help work with the community. That way WCST is not driving anyone away. WCST Committee will need to do a better job at explaining who we are and what a Little Ray is, etc. There was never a concern on the exact number of being down. At year end, we had the same number as last year.
 - b. Nicole Smith questions if there is a time frame where we can give residents a chance to register first to see where we are at? Or even send out a commitment/survey to see if residents plan on registering for swim? R. Lewis comments that has been in discussion. However, we don't want to seem exclusive by allowing for residents to sign up first. It is an idea that's on the table. A. Nonaka mentions that no matter what you do, 40% of people sign up for swim team right before the season starts. There's no solution. B. Collins recommends to change the registration date and to find a way to make it work. He suggests that since 300-400 children attend the Fall/Spring Festival, WCST should have a presence there. The swim team can have a booth at that event to put their name out there. B. Collins questions if there are residents who swim elsewhere? N. Washmera replies yes and expresses frustration that the percentage requirements are different between tennis, preschool and WCST. We are all using community resources but we all have different requirements. T. Wendler adds that residents are paying fees to join other clubs so their kids can swim elsewhere to be with their friends. D. Glover mentions that the preschool is not under CHOA. If you want to go Stand-alone, then you lease the facilities from CHOA.
 - c. Nicole Smith questions if the Spring Festival is open to guests as that would bring non-resident children? The Fall BBQ is a great place to start to get the teams name out there. R. Lewis replies that this is something new where we are being more active in the community now that we're at 49% residents. D. Glover mentions that the WCST Committee is doing a great job for trying to recruit kids that are in this community. It's an ongoing thing as Robin has said. They are going to be visible during this Fall BBQ. The team is in-tune to recruit people. That's all CHOA is looking at.
 - d. Nicole Smith seeks reassurance that CHOA Board is not looking at cutting the swim team out as that is comments she has heard other families mention. B. Collins mentions "No" and R. Lewis adds that at no point during any of the WCST meetings, conversations, etc. has CHOA expressed interest in disbandment. CHOA realizes what the swim team has done for this community and the history of this team. It is not true. D. Glovers adds that CHOA are strong supporters of this swim team. Nicole Smith comments that the Crossings are the only community that has their own swim team and that she want others to feel welcomed here. She would like to bring friends from over the hill to join the swim team. WCST is an asset to property values. The swim team is an asset to the community, home value and kids' livelihood no matter where they live. The swim team have

been family oriented compared to other teams. Nicole Smith sensed a weird feeling in the air this past year, but is here tonight as she doesn't want the swim team to fall apart. D. Glover reminds all that is the reason why there are two members of the CHOA Board in attendance as they are dedicated to the team. R. Lewis mentions that she encourages all to attend the meetings and perhaps the Monday emails can contain answers to previously asked questions.

- e. T. Tadiar questions what is the benefit of hanging the swim team under CHOA? B. Collins replies that it has to do with the amenities available to the residents. 40-50 families out of 1,060 homes are residents. He personally recommends that in order for the team to grow next year, he suggests that WCST members go door to door getting the information out there – there are lots of families that don't know about the swim team.
- f. Nicole Smith announces that she is working on building her business by advertising within the Signal. She will mention the Community within her flier and asks for permission to talk about WCST at that time. R. Lewis says there is nothing written that says she cannot and offers the team logo if needed for the flier. B. Collins and D. Glover confirms that it isn't a problem and that advertising more, the merrier. B. Collins expresses happiness of the values within the Crossings and what WCST has to offer. He concludes that all our welcome to attend the CHOA Board meetings on the 4th Thursday of every month.

3.) Approval of Minutes: It was moved and seconded (R. Lewis /J. Dobbs) to approve the August 7, 2018 Committee Meeting Minutes. Motion carried.

4.) CHOA Update – Barry & Donna:

- A. WCST Committee Structure and Resignations
 - a. B. Collins said we don't have any more to add to what was previously discussed. The various committee roles will be assigned the 27th of September. A dedicated board member will be assigned to the swim board.

5.) Director:

- A. Review survey findings
 - a. R. Lewis sent out the survey. The survey is the same format that was sent in previous years so CHOA can review it. Everything was consistent to last year.
 - b. **See results handout provided by R. Lewis.
 - c. B. Collins is curious how many surveys went out but a 50% response rate is pretty good. R. Lewis mention that it is assumed that all families replied. D. Glover wondered if swim team families get to see the results as people would be able to sense that action is being taken based upon people's feedback? R. Lewis said that currently only updated pieces are cited/mentioned such as people voiced having another Coach on the deck. Positive remarks for hiring of Coach Katie was mentioned within people's feedback. D. Glover suggests people see a survey summary that way people can get a feeling they took the survey and action is being taken. R. Lewis mentions we can put this in our Monday emails.
- B. Finalize 2019 Committee Members
 - a. C. Louie mentions that we don't have enough names to fill all the committee positions. I sent out an email highlighting that we need: Director Elect, IT, Fundraising, Meet Director and Meet Director Elect positions that need to be filled.
 - b. R. Lewis said that resignation pieces are done during Executive Session. We have a couple volunteers and it will be submitted to the CHOA Board. R. Lewis mentions that we normally approve the Board in September. Since the awards were moved up, it was before the CHOA meeting. September is normally the month we approve that.
 - c. C. Louie announces that Tony Washmera volunteered as Director Elect. That would mean he would step down as DCSL Rep and the DCSL position would become an open position. Charter outlines that if we have an opening outside of awards night, our committee votes that person in. B. Collins mentions that can be done during open session.
 - d. Motion for Tony Washmera to be Director Elect for 2019 Season. (R. Lewis / J. Dobbs)
 - i. T. Wendler questions if it's ok in the Charter for two people within the same household. B. Collins confirmed it's a committee so it's ok. N. Washmera abstains her vote.
 - e. Kathy Kindorff was voted in by the team.
 - f. There will be one voting position, regardless how many members are in that position.
 - g. D. Glover points out that WCST Committee are missing key people and questions from an operational perspective, how will WCST run effectively? C. Louie agrees but is hopeful there are people who can take more responsibilities since these are important.
 - h. R. Lewis says that the Meet Director and Meet Director Elect have an imperative role on the swim team. They coordinate with other teams, the kitchen, the job requirements for each family, etc. The Crossings Challenge Coordinator is a vacant seat as well. It's a key position on our team as it's a two-day event. There are a lot of moving parts. The positions have to be filled by knowledgeable people.
 - i. The main focus in the next couple weeks are seeing who will step in to these positions. There's some time as it will pick up in January, the month prior to registration. D. Glover mentions that this will need to be decided by the December meeting. T. Wendler mentions that we need to wait for DCSL to advise with all their moving

- pieces with a change in the upcoming year.
- j. T. Washmera mentions the next DCSL meeting is on September 18th. County decides to move their meet up by a week. DCSL is going to discuss going forward with the same rotation. Once they decide the schedule, it will be set the next day. The Meet Director will typically get the schedule and work with other teams to form their schedule. T. Washmera mentions that we may have to move our schedules a week or two earlier.
 - k. D. Glover mentions that she notices two key positions not getting filled. Nicole Smith replies that a lot has to do with all the feelings families feel. People were unsure and hesitating to take a position if they were to join another team. Furthermore, Nicole Smith said she's considering a Fundraising position but she is hesitant on how to manage a position and personal life. Mike Kindorff adds that as a family who has been on the team for some time, he doesn't know what people do within each Board position. If people know each person's role, then they may consider taking a position if they had more information. Hillary Shen mentions that it might be good to know how many hours each position is. R. Lewis says that if someone is considering a position such as fundraiser, the outgoing person would train the incoming person. This outgoing will give a transition folder to the incoming person that way the incoming person will be set up for success. It has come up in discussion that how long do each person stay in a position. As a committee, WCST are deciding if people should stay on for two years.
 - i. B. Collins said that having limits on people within a role was something set in a charter. How can one person be good at a position in a year? If you have someone good in a position, you want to keep them there.
- C. Finalize WCST Charter recommendations
- a. Percentage change:
 - i. We have hit a ceiling on what we can charge for nonresidents. We just don't know where that structure is yet. We should talk about if we want to change or hold off.
 - b. Annual requirement
 - i. D. Glover doesn't feel that this Charter change is not ready to be submitted to CHOA.
 - ii. N. Washmera questions if we can just recommend that we remove the IT position? D. Glover said that WCST should really look in to each position, responsibilities, etc. It goes through Legal and they make their recommendations.
 - iii. R. Lewis suggests that one of the pieces we want to come back to is the membership numbers. Is there a way during the annual survey by asking if there are elementary school-aged children in the household? D. Glover said that legally you cannot. However, you can categorize it by asking a household if they have a child that can potentially join swim team or checking off on an age range. D. Glover said that CHOA are seeing more kids involved in the community events and to work with Rich Ellison with the survey. N. Washmera asks when are going to discuss/address this as WCST needs time before the next season – pricing is set in November. B. Collins replied that WCST can do this once the Board has approved WCST committee. In addition, the new Committee needs to send the Charter update.
 - iv. Motion to remove the IT as a voting member of the committee on the WCST Charter. (N. Washmera/T. Wendler)
 - 1. A. Lohse proposes a question if removing this position affect the overall number of voting positions?
 - a. If you can amend the motion.
 - b. CHOA Rep as a tiebreaker is needed
 - c. Motion to present to CHOA Board 1) remove the IT director voting position from the WCST committee and 2) add in the CHOA liaison as a voting member in the case we need to break a tie. (N. Washmera / T. Tadiar)

6.) Meet Director / Elect:

- A. 2018 Season shed and kitchen storage clean-up & "winterizing" of equipment & pool access
 - a. T. Wendler and another family member on the team cleaned the WCST storage room and various swim areas. She requests that CHOA Board make others away to keep out of the WCST storage room.
 - b. T. Wendler has appointments to have the griddles cleaned out. B. Collins suggests that there is a maintenance guy can take care of this. T. Wendler said that there is a rule that Data should be stored for two years. She said it's on her list to move things to the business office. Things are being taken care of to be able to continue in the Spring.
 - c. D. Glover said to let Rhi know if any maintenance needs to be done in the off-season.
- B. Desired equipment purchases for 2018/2019
 - a. See handout provided by T. Wendler
 - i. Highlighting the Little Ray blocks and the anchors when the pool is re-done.
 - ii. There's a griddle donated by a member of the team that is problematic. Potentially we can replace it.
 - iii. D. Glover mentions that CHOA has new BBQ grills. T. Wendler said that the BBQ Dad's prefer that a

- griddle is much better. D. Glover says that WCST can use the CHOA griddle as well as an option.
- iv. Replacing the pop-ups are in great need. All pop-ups are needing to be replaced. Ideally the industrial strength would be best.
 - v. R. Lewis asks if the funds are there to purchase this equipment. T. Wendler says she believes they are accounted for. She does ask if the anchors for the blocks are accounted for. WCST has the blocks but the anchors are \$2,600 approximately. D. Glover said that funds should come from the reserves of CHOA as this is a permanent fixture at the pool. Additionally, that she would not look to WCST to cover this. Since it's a WCST item, it will have to be added to the reserve study. WCST would not have to pay in to the reserve funds – CHOA will take responsibility over this. She requests that someone from WCST join the pool committee as this will be a big project. N. Washmera said this is already built in to the 2019 budget. D. Glover confirms that they will take care of this.
 - vi. R. Lewis asks if any approvals need to be done for any purchases to be done. N. Washmera said she has this prepared for Executive Meeting.
 1. 6 pop-ups (\$1,000 each) and a griddle are priority for purchases.
 - a. Nicole Smith and Tanya Huckstein voices that the griddle at \$300 should be most important as that's the source of our funds for the team.
 2. Connections and sponsors may help purchase these items as their additional donations would put their names on each pop-up.
 - vii. T. Wendler mentions that she thanks the membership as everyone working their jobs really helped.

7.) DCSL Rep (Tony Washmera):

- A. Next DCSL meeting will be September 27th.
- B. Dual meets are at 5:30pm on Wednesday and 9am Saturdays
- C. Maximum number of swims might be put into place for the bigger teams. This is a top conversation at the next meeting.
- D. County cutoff for those participating at JO's.
- E. Should larger teams have meets on different days to see how that impacts everything.
- F. Varying the dates of all the meets.
- G. The impact of the County date changing and if the season needs to move to April 1st. Lots of teams are upset by this change. Larger teams are talking about not even participating in the County Meet. There's a proposal that there be a County governing board that will oversee and sets the rules for the County.
 - a. There's a meeting at the Walnut Creek Presbyterian 9/12/2018 to discuss this. Many teams will be attending this. Nobody is sure what can be accomplished at this meeting but want to see what the plans are.
 - b. The Reps are from Scottsdale and Dana Hills that is running this event.

8.) Treasurer:

- A. Review 2018 financials (2018 balance / expense items)
 - a. See P&L handout provided by N. Washmera
 - b. N. Washmera worked on settling as much as possible for 2018 with CHOA in preparation for the 2018 audit.
 - c. Any expenses not accounted for needs to be provided to N. Washmera ASAP to close out the year.
 - d. Work deposit checks will be shredded as only one person did not complete their job.
 - i. An email will go out on Monday that checks will be shredded.
 - ii. D. Glover said that Rhi should take care of shredding Legal stuff such as work deposit checks.
 - e. Workers compensation payment needs to be made. June 16th-December 21st will be finalized in October. After October 1st, Workers comp payment is \$1675.
 - f. PayPal has been zero'd out. Please don't use PayPal. It will need to go through CHOA from using PayPal.
 - i. A. Nonaka offered to take the link down for now.
 - g. N. Washmera expresses that process improvement needs to be answered by January. D. Glover said once the books are closed, then we can address this.
 - h. N. Washmera asks if it's true that we must have a "0" and the end of the year since we're a not a nonprofit. D. Glover agrees that anything left behind will be looked at as income.
 - i. N. Washmera said that she added a new line item as a reserve – miscellaneous contingency. This reserve will meet the \$1,000 - \$3,000 cap. D. Glover said as long as it's enough to start the season.
 - i. \$20,000-\$25,000 used to be the rollover amount. This past year we have utilized some of the funds which brought us to approximately \$18,000 in the reserve fund. N. Washmera has all these numbers broken down into various line items. It will be submitted to CHOA and the information is available to residents. The end of 2016 we ended with approximately \$21,000.
 - j. N. Washmera's reports show 3 past years and 1 future year prediction.
 - k. T. Tadiar questions how do we get the reserve fund up if we can cap the rollover at \$3,000? Through these miscellaneous line items, there is a little wiggle room.
 - l. Taking away \$2700 roughly, remaining payroll and any outstanding checks, that would be a clearer picture on our ending number.
 - m. D. Glover is suggesting that giving outstanding items until October 31st should be reasonable time.

9.) Boosters:

- A. CHOA Fall BBQ – volunteers needed for set-up and dunk tank
 - a. Date: Saturday, September 15th from 11am-3pm (lunch is served from 11:30am-1pm).
 - b. Crafts, bouncy houses, games and food are provided (catered by Back Forty)
 - c. Invitation is extended to committee members.
 - d. Setup is at 9-10:30am
 - e. The dunk tank will be all day – an hour is dedicated to put swim team in the dunk tank. WCST can have an hour before or after CHOA. R. Lewis says that WCST can be in the tank from 1:30pm-2pm.
 - f. T. Tadiar says that people have mentioned in survey that people want to see Coach involvement in the community.
 - i. G. Davey will email Coach Adrian if he would like to participate.
 - g. D. Glover suggests that we bring a banner and anything we would like to provide to interested people in addition to our WCST popup that has our name on it. They are anticipating 400-500 people so having information available to people would be ideal.
- B. T. Tadiar mentions that the Clubhouse has been reserved for Chili Cook-off on Sunday, January 27th.

10.) For the next meeting: calendar from each committee group for 2019

- A. C. Louie proposes the October meeting to be on Tuesday, October 16th.
- B. B. Collins said the available dates are October 15th and October 17th.
 - a. October 17th is will be the next meeting.
- C. November meeting is being moved to Thursday, November 15th in the Clubhouse, provided that it's not previously reserved.

Motion to Adjourn – Barry & Donna: It was moved and seconded (R. Lewis/T. Wendler) to adjourn the regular meeting at 9:42 p.m. Motion carried.

Next WCST Committee meeting is: 10/17/2018

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 September 11, 2018 as approved by the attending Committee Members.

Signature:

Date: