

WCST Committee Meeting Minutes February 9, 2016

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

Call to Order: Matt McCloskey

Homeowner's Open Forum: No homeowners in attendance.

Approval of Minutes: Tess wants spelling changed "exact fee to be set" in CHOA. Donna wished to receive email. Matt McCloskey makes motion to approve with error, Alyse Lustig 2nd, all in favor, approved.

Secretary: (Meredith Fruchtenicht)

- Meets are now events on website, need to add event registration deadline dates. Per Adrian: event registration deadlines will be one week prior to event(Tuesday one week prior for Wednesday meets, and Thursday one week prior to Saturday dual meets.) For invitationals, the deadline will be 3-4 weeks prior.
- Adrian proposes we automatically sign everyone in, then the deadline is to pull out of the meet. If people forget, they can be scratched much easier than trying to add late. Jackie concerned about invitationals that we have to pay for. Maybe just do it for dual meets. Will need to help families figure this out (2 ways of doing this.) Will need to send out email reminders.

CHOA Update: (Donna Glover)

- 1/28/16 CHOA meeting appointed Donna Glover as the chairperson for our committee and will attend all meetings, make sure decisions are made in accordance to CC&R for CHOA and logistics of running the meeting. Will bring back any recommendations that need to be voted on by CHOA(budget, etc.) No change to how the swim team business is done.
- CHOA has some items to go to lawyer: Can CHOA pass on usage fee to any sub committee for facilities? A: Yes, can charge incremental cost if used exclusively by another entity(swim team) (2) Double charging due paying homeowners? Dues do not cover sports activities, so not being charged twice. This will be made very clear to homeowners. (3) 5 guest rules: meant for social guests, not organized teams.
- Subcommittee: Matt McCloskey, Matt Dobbs, Donna Glover and Mark Weinman, Jackie Byrd, Tim Wright. Oversees budget, fee structure, banker, etc. Goal to transition WCST into CHOA books, so that next year's committee doesn't have to recreate the wheel. Will pull in WCST committee members as needed.
- Matt Dobbs: What we pass here has to go to CHOA for final approvals, which will mean there will be some time delays that we should expect.

Treasurer:(Jackie Byrd)

- 2016 Budget: Working on finalizing latest budget items(ex: Fall Clinic now 10 weeks.) Estimated CHOA usage fee to drop from \$8k to about \$4k, insurance changes will be reflected on final budget. Insurance for Crossings Challenge is about 1/2 the total insurance amount. Plan to offset to visiting teams' fees to come to the Crossings Challenge. Fee updates from last mtg are reflected on budget(resident vs non resident, # child.) Final fee structure needs to be approved by CHOA.
- To CHOA: 5% increase to fees from last year, and 18% non resident increase from last year. Non-resident fee is 25% more than resident.
- Registration fees: (\$60/family registration) CA law: cannot enforce original law not charging credit card users more as long as we are clear that there is a cash discount for using checks/cash. We can just add service charge to credit card users, instead of giving a \$20 discount to those using checks/cash. This originally was a fee for website and invitationals fees. It is an administrative fee. Decision: Adjusting fees \$50/family non refundable across the board, no discount and we absorb fee. Motion-Matt Dobbs, 2nd-Tony Washmera, no discussion, all in favor-passes.
- Donna- needs all changes made to budget to present to CHOA. Jackie to get it to Donna.
- Jackie pulled together all audit material and presented to Pat, WCST can account for all financials from last year.
- All banking logistics finalized. Jackie recommends next year we not go with Citibank.

Boosters: (Tess Wendler & Erin James)

- Star wars theme: "Swim Wars"
- Pin for end of year ~\$1.89/pin for participation award.
- Adrian has an idea of using Death Star for swim cap.
- Suit(sample at meeting)
- Bag, flip flop and towels from same company as swim suits will be sold by Boosters.
- Sports Basement will not do fit party, so Boosters will have to take pre-orders for suits.
- Giants tickets will be sold at ice cream social, and any other events until they are sold out. (\$40/ticket)
- Parkas and sweatshirts will be bought through vendor only.
- Ice Cream social 2/26 6:00-7:30pm. Will advertise on e-signal, NextDoor, Facebook.
- All committee members will have jobs-check with Tess. Tess needs 2 more people to help with swim suit fittings. Will advertise on e-signal, NextDoor, Facebook.
- Erin James requests that we make T-shirt size a required field in registration. Make clear adult/youth sizes.
- Social calendar draft handed out

Fundraising:(Matt Dobbs for Robin Lewis)

- Dine and donate events will be advertised in Signal, etc. Per Donna, this is fine for CHOA.
- Chili Cook-off made ~\$1700.00, after expenses.
- Alcohol permits need to be addressed for Casino Night. CA state law states you have to be a charitable non-profit organization to sell alcohol at any fundraiser.

Meet Director:(Tony Washmera & Erik Oberbruner)

- Equipment: Jenn-Air BBQ needs to be fixed professionally(\$250.00), and new griddle(\$125.00) needs to be purchased. (Submitted with budget)
- Bishop Estates wants to buy our old timing system, Matt McCloskey planning that meeting with them. No CHOA approval needed per Donna Glover.
- Committees for jobs: officials & kitchen. This recruitment will start at Ice Cream Social. Lindsay Lindquist will be the chairperson for Stroke and Turn.
- For parents who help out for Boosters, it won't be an official job assignment but we could reduce their job number.

IT Director:(Alyse Lustig)

- Website calendar almost finalized.
- Nikki Henzie agreed to work through the first 2 meets with Alyse.
- Pop Time sheets- can we print in the CHOA office? Per Donna Glover, we can use CHOA printer.
- Only 8 & under swimmers will get pop time sheets. Refer all families to DCSL website for times.
- High point winner-what meets do we include? Adrian-all meets except Time Trials/O&B, Pentathlon, Crossings Challenge, 8&u meets, or County.
- To look through website and check out all dates prior to registration. Add informational tabs for new families about what makes up a swim meet, etc.
- Alyse to check with Robin Lewis about whether the laptop she is donating is compatible with our system.

Head Coach:

- Spring Clinic: 32 completed registrations, with another 18 partially committed. Budget estimate for 70-75 people total. Sent out email to prior clinic participants. Some interest from families with young(4-5 yo) children. Need article in Signal, and Alyse Lustig to put on FB page. Designed to teach competitive strokes, not a learn to swim program. Assistant coach will need to be hired if young ones are more than 4:1. Older kids don't need the low ratio. Hiring will depend on numbers of the youngest going forward. TBD. Assistant: Ally might be available from Fall clinic. May pursue Marissa, if Ally not available. Recommendations needed by Feb 18th so Pat can bring to CHOA, to get approval to extend offer to assistant. CHOA could approve contract so that if we get the numbers we could make an offer(contingent on numbers.)

- Fall Clinic: Recommended to CHOA having a 10 week clinic, 2 options: 8/29 start, or 9/6-11/10. Awaiting approval from CHOA. CHOA has to get the homeowners to accept these dates. Pool open for homeowners Fri-Sat-Sunday and mornings Mon-Thurs. They cannot use it during clinic times.

Directors:(Matt McCloskey & Matt Dobbs)

- Will CHOA allow 9/10 camp out? 4 kids:1 adult chaperone. Camp out is an alcohol free event. Could we change it to the Clubhouse lawn and use preschool bathrooms? Donna to bring to CHOA.
- Assistant Coach: Brianna will be studying abroad so she will not be coaching this summer. Ashley will be coaching, and we will be offering Marissa an assistant job. A couple of other contacts are being investigated by Alyse and Adrian. Per Donna, we will need to fingerprint all coaches over 18 years old.
- Interview committee to be put together for swimmer coaches and assistant coaches: 2 board members, 2 homeowners not on board, coach.
- Lifeguards at practices: CHOA does not require it. Matt McCloskey makes motion to not hire lifeguards for swim practice, Tony Washmera seconds, questions/discussion: Alyse concerned about Little Rays and having extra eyes on the little ones. Adrian suggests we use more swimmer coaches for those extra eyes. Vote: all in favor. Approved unanimously.

Motion to Adjourn: Matt McCloskey, Alyse Lustig 2nds, all in favor, approved

Executive Session- none.

Next meeting is March 8, 2016, 7:00pm

Meredith Fruchtenicht **COMMITTEE CERTIFICATION**
 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 2/9/16 as approved by the attending Committee Members.

Signature: M Fruchtenicht
Date: 3/8/16