

Cowell Homeowners Association
Walnut Country Swim Team Committee Meeting Minutes
Tuesday, June 12, 2018

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

Not present: T. Huckestein and J. Dobbs

1.) Call to Order: 7:04 p.m.

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

3.) Approval of Minutes: It was moved and seconded (R. Lewis /A. Nonaka) to approve the May 8, 2018 Committee Meeting Minutes. Motion carried.

4.) CHOA Update: CHOA Mitch Kopp said CHOA is extremely concerned of swim team ratios that it's not 51/49 rule. They will be discussing this and other swim team issues at the next board meeting on 06/28/2018. R. Lewis will be extremely interested to be a part of the session. WCST is treated as a committee but not with all the benefits of being a committee. WCST committee members would add a lot of value to being a part of the session. N. Washmera brings a point that many members of the CHOA board do not know the financial aspect and data of swim team. In addition, another CHOA concern is that the swimming pool gates cannot be propped open for practice. T. Wendler asks if there is a way to leave the door unlocked for meets. M. Kopp will ask Steven if gates can be left unlock during swim team hours to accommodate the Non-Residents.

5.) Director:

- A. Pool remodel is confirmed to be Fall 2019 (budget is for 2020). It has been communicated to Coach Adrian Lohse. Remodel will begin after swim season through Spring 2020.
- B. Year-end Awards (put together by Secretary M. Ulicki)
 - a. Pins – message left for Custom Pins, Inc.
 - b. Lanyards – will take inventory of remaining lanyards
 - c. Trophies – Although exact quantities are not finalized, we are looking at the following expenses:

Quantity	Item	Unit Price	Approximate Total
125	Swimming Medal	\$2.20 50-99 pieces - \$2.40 100-500 pieces - \$2.20	\$275.00
10	Sponsor Plaques	\$20.00	\$200.00
1	Best of Best Award Plaque	\$15.00	\$15.00
1	Alan Smith Award	\$13.15	\$13.15
12	High Points Trophies 13" w/ 10" Column	\$7.10	\$85.20
12	Stingray Award Trophies 13" w/ 8" Column	\$6.60	\$79.20
12	Most Improved Trophies 12" w/ 4" Column	\$5.70	\$68.40
36	Trophy Plaques	\$0.75	\$27.00
	Handling Fee	\$1.50	\$1.50
		TOTAL:	\$764.45

- d. Golden Goggles – Jackie Byrd has kindly offered to put these together. 4 swimmers will be receiving this award:
 - Sydney Valett
 - Anders Lervaag
 - Hannah Williams
 - Grace Soderlund
- e. 10-year Award – to be determined
- f. Best Award – to be discussed at meeting
- C. The Awards Night will be August 26th.
- D. Embroidery is \$50 setup fee to set up logo for Alpine. \$30-\$50 in art format. Craig requests for the logo as well.

6.) Secretary: 146 Swimmers, 86 families (4 new swimmers / 2 new families) since last meeting

Swim Group	Total Number of Swimmers	Resident	Non-Resident
6&U	18	6	12
7/8	30	19	11
9/10	31	12	19
11/12	24	11	13
13/14	14	7	7
15-18	19	7	12
Little Rays	10	5	5
Totals:	146	67	79

7.) Treasurer & Director:

- A. 2019 Budget review (see handout)
- B. CHOA is reviewing final budgets in August. Which means Swim Board needs to provide budget review draft by July. Final budget should be provided in August.
 - a. T. Tadiar said we need to redefine Casino Night as next year Fundraising Team 2019 need to rely as income source. She feels that \$16,000 is a difficult amount to fundraise. N. Washmera said that we are at the top of registration fee and expenses such as payroll is rising. CHOA is evaluating our registration fees. In the projected budget we are in a \$9,000 deficit. T. Tadiar points out that not being a 501C3 makes people not want to donate to our team. R. Lewis agreed that it's difficult but there are ways and it's possible to fundraise.
 - b. M. Ulicki suggests working with CHOA for Christmas breakfast with Santa or Easter pancake breakfast coinciding with the Easter Egg hunt put on by CHOA.
 - c. G. Davey suggests selling 3rd party items such as Krispy Kreme or See's Chocolate as an option during the off season, such as Christmas.
 - d. Chili Cookoff goal is attainable through the Silent Auction.
 - e. Adding an additional Coach may be difficult to include in the 2019 budget – A. Nonaka agrees.
 - f. Deck Coaches are paid hourly due to a lawsuit from a previous deck coach. A standard Assistant Coach is paid \$3,000 not the current amount of \$5,000. Katie is getting \$15/hour and Marisa/Jacob are getting \$16/hour. N. Washmera points out that at some point Assistant Coaches are getting paid the same as swimmer coaches. Providing compensation adjustment after working so many years is what can be offered. R. Lewis reminds committee that salary should be looked at as what the current "market rate" is, not minimum wage increases. A. Nonaka believes this team should run on \$8,000 not \$14,000 in comparison to teams in the area. WCST has too many coaches and higher payroll costs. The \$18,000 includes salary increase at \$6,000 for 3 deck coaches.
 - i. A. Nonaka mentions that Coach Katie might not be available in 2019 if she goes back to school. Jacob and Marisa might not return as well due to college.
 - ii. \$15.50 for two deck coaches such as in 2017 budget is something we should mirror. By going to salary for the incoming 2 new assistant deck coaches will bring the approximate payroll budget to \$10,000. Hiring needs to occur around November 2018. R. Lewis said that we should consult Donna regarding the legal aspect of converting from hourly to salary. Also, WCST is the only recreational team that pays hourly.
 - iii. The new coaches need to be available by second week of April. Coach Adrian Lohse is not available until after high school swimming.
 - g. R. Lewis makes a recommendation to drop the year-end bonus on the budget. Based on survey results, team ranking mirrored the year before. Being rehired the year following should acknowledge the success of the team, not through bonus. However, it's in the Coaches SOP that there is a possibility of a bonus.
 - h. \$2500 added in the budget for 2019 for diving blocks anchors at \$300 per anchor. The engineer that will remodel the pool will need to seek Swim Committee advice on diving block placement/installation. Software will need to be updated next year as well – \$500 is allotted for this.
 - i. Swimmer t-shirts, swimmer caps and County caps were not built in in previous budgets. N. Washmera added that back in the budget spreadsheet. The County dinner fund also were not properly budgeted. G. Davey suggested that we increase fee by \$10 per swimmer during registration.
 - i. Added back in to the budget is that we are going to increase fees during registration that swimmers pay for their own shirts. This adds back \$14,060 to Booster's income by not paying for the shirts.
 - j. There will be an additional 100-120 swimmers during the Crossings Challenge. \$10,000 swimmer fees A. Nonaka feels is low. \$12,000 is realistic. M. Kopp emphasizes that we need to make sure we can fit all the swimmers during the meet. He however asks if we change the meet to full days Saturday-Sunday might bring in more swimmers. It is all dependent on CHOA if they will allow Sunday as that may bring in an approximate 150 swimmers. There are other teams that are interested in joining our meet but we don't have the number of hours to accommodate everyone.
 - k. Boosters don't see the baseball game and camping events being feasible next year. In addition, the swimmer recognition will not survive without all the donations. They Davey Family have already donated approximately \$300 in certificates, embroidery and etc. R. Lewis will be donating towels for recognition awards. G. Davey said that if there is something we want (i.e. Car Magnets), then we should fundraise for it such as Erin James' chocolates and buddy gifts.

- I. Budget amendments:
 - i. \$10,000 for Fundraising (\$6k from Casino Night and \$4k for Chili cookoff)
 - ii. From \$10,000 to \$11,400 for Crossings Challenge Budget
 - iii. \$1460 for Booster Apparel income
 - iv. Reduced Swimmer Coach Salary Income to \$10,000
 - v. Swimmer recognition from \$100 to \$300
- m. This puts us within the budget by \$1,600
- n. T. Tadiar suggests that we decrease Fundraising income. However, if we decrease Fundraising income such as by removing Casino Night, then R. Lewis suggests we look at increasing our Sponsorship. The entire board then need to each bring in a sponsor. It may not be wise to rely on sponsor income. By decreasing fundraising, then where do we raise money is the question. T. Tadiar is very cautious that we keep the fundraising budget at that amount.
- o. R. Lewis said that this is not a closed subject. An idea is to bring back the fundraising fee. However, that's approximately \$110 per swimmer. N. Washmera says that other teams such as Forest Park gives swimmers their fundraising fee amount such as \$300. It's up to each swimmer to either raise that amount or pay that fee. R. Lewis wants to challenge the Fundraising Team to come up with other ideas to raise funds. Concern is, by adding all these fees, then we might lose swimmers. M. Kopp said that if parents don't pay for their children, then they must pay their fee. G. Davey reminds all that it's a social event. Paying to get something in return (such as a social aspect) will bring in more participants. We need to see what other teams do.
- p. N. Washmera will send out adjustments email for all to look at.
- q. Other teams require a \$150 fundraising fee to either raise it or pay it.
- C. Someone was injured on the pool deck from a soccer ball to the head. No non-swim activities are allowed on the deck such as balls, sticks, running, climbing etc. People need to send their kids to the grass for other activity. All board members need to actively stop kids from inappropriate activity on the pool deck. Set boundaries for the swimmers. R. Lewis will put that on Facebook and on email for all families to be made aware of.

8.) Fundraising:

- A. Casino Night – cancelled. To fulfill this night, one is to have a father/daughter dance and a mother/son dance the end of July with a Silent Auction. M. Kopp said to make sure that the clubhouse is available. It is to not be taken away from the Orange and Blue dance (which is during the Family Fun Meet). July 29th is right before Spirit Week as a possible dance weekend. However, those dates are during DCSL. T. Wendler suggests that Mother/Son event should be a kickball or basketball. There is an idea of a Speakeasy within the community to replace Casino Night.
- B. Swim-a-thon aka Lap-a-thon has always been on the day after Devil Mountain Pentathlon. A. Nonaka will put together a swim schedule when someone is to do their laps. T. Wendler suggests that it should continue to be the Wednesday of Family Fun Meet. This will be in place of practice but will be during each age group's practice time.
 - a. An incentive is to provide the family who raises the most funds one free registration per family. R. Lewis doesn't like this idea as it is taking money from the team. G. Davey suggests that kids who swim the most or raise the most funds will be given an award later that night at the Family Fun Meet.
 - b. Those who raise and turn in their funds by June 29th, they will get an ad in the crossings challenge. In addition, by raising a \$100 per swimmer, they can get a WCST car magnet. If you raise \$200, then you can get a car magnet and a tote. G. Davey suggests we start advertising the bags at the meets say "you can win this."
 - c. M. Kopp said forgo the registration fee credit and start with the Crossings Challenge ad or tote. R. Lewis does not want these ideas to take away from other families. She recommends to set a threshold for people to get to. For example, if each swimmer raises \$1000, then they can get registration complimentary for one swimmer. The budget currently can accommodate this.
 - d. T. Wendler suggests a prize could be "Coach for a day" as an incentive for the kids.
 - e. R. Lewis brings up that the Orange and Blue Dance may be challenging to do during the lap-a-thon. T. Wendler said we can just cut off the Family Fun Meet and have the Orange and Blue Dance to begin. R. Lewis points out that by having the Orange and Blue Dance on the pull deck sounds fun. A mic/announcer/DJ will just need to be arranged. The family fun meet can be something as simple as an hour or 1.5 hours long. Lap-a-thon during morning practice and Family Fun Meet in the evening followed by the Dance. It's already on CHOA's calendar to have the pool this day from 4-9pm.
- C. Concert on the Belt – June 30th. T. Tadiar is asking for assistance from Swim Committee members during the event. In addition, kids are requested to sell lemonade as that may be a profitable idea.

9.) Boosters: (see attached handout):

- A. Spirit Week (Orange and Blue Dance and other events) – tentatively the same week as Coach Appreciation:
 - a. Monday 7/30: Lots of Banners and a schedule of all the fun to come during that week
 - b. Tuesday 7/31: DIY craft project but TBD
 - i. Springwood said their City meet theme is Around the World. T. Wendler said we have "Country" in our name so that can be our own Country. N. Washmera said the shape of our logo also looks like our neighborhood
 - ii. Tuesday is also the Dine and Donate at Jacks Urban Eats. Plans of incentivizing the Coaches to attend such as a free meal for example.
 - c. Wednesday 8/1: Thank You Coaches potluck, poster making day and Thank You card making for the coaches (In addition to family appreciation for the coaches such as personal gifts).
 - d. Thursday 8/2: Cards from the kids will be given to the Coaches. Car decorating and swimmer mani/pedi. Magnets for sale.
 - e. Friday 8/3: Decorate the streets/neighborhood.

- B. Age group events overview: feedback is that people don't want to leave the pool area for the events. The 15-18 group may be organized by the Soderlund Family. By having another family run it, it might bring more participants.
 - a. The 6U group feedback is that other families don't want to go if they don't know anyone. A new idea is that the 6U and Little Ray group will be a pool party. N. Washemra said that several years ago it was a kickball party with Coach.
 - b. 13/14 is a Scavenger Hunt on the Greenbelt.
 - c. 7/8 will be a movie day
 - d. 9/10 & 11/12 will be a camp out. T. Wendler requests that the 11/12 group be split from the large group campout. These ages combined can be problematic – older group were not nice to younger group. Since it's already advertised as a combined group, then this change can go in to effect next year. For this year, the two groups will be set up separately. If older Swimmer Coaches volunteer to come "Sting" or play kickball, they cannot stay overnight in the campsite.
 - e. Assistant Coaches will be volunteer basis during the 6U and 7/8 group due to payroll constraints. Assistant Coaches will be paid during the Campout as they are required to be there but will be informed they cannot spend the night. Swimmer Coaches during the activities are not paid. G. Davey said that she will get together with the Swimmer Coaches to go over expectations (be present, acting as role model, run activities, etc. If they cannot commit, then do not appear).
- C. Picture day – Friday, June 15th. Fliers have been provided, emails have been gone out. CSK is asking if there will be Coach Pictures. T. Wendler said that it might be nice to have a copy to post. G. Davey said that we can possibly having the picture done and ordering can be decided later. CSK usually provides in the contract that some pictures are included. R. Lewis asks G. Davey if CSK can provide a digital file that way it can be used for the Signal and eSignal for both team marketing and CSK marketing. CSK will need access to the pool at 6:15am. M. Kopp volunteered to open the pool gate at 6:15am. T. Wendler said that some board access needs to be adjusted as Fob access is needed prior to current access for Meets. The Crossings Challenge will need all night access.

10.) Coaches Adrian Hours: R. Lewis provided Coach feedback on his hours on how he can give back to the team. Coach provided R. Lewis a breakdown including the additional days during the Summer Break. Coach did not provide what was asked of him by providing a breakdown of 80 hours to be given back to the team. Coach was not happy of the performance of the older swimmers. However, those are the practices that he missed. 80 Hours is a lot of hours to make up. M. Kopp said we tell Coach Adrian that he needs to come up with a solution or he will be docked his pay. The Committee is really disappointed. When R. Lewis gets the hours update, she will let the Committee know. Coach's options have been brought up to him by making up his hours:

- 1) Take the \$2,000 dollars back from him to cover the days he was not at practice.
- 2) Make up hours through various avenues such as age group events
- 3) Make up in mini-lessons

11.) Crossings Challenge Update: Jaime created the program cover (see handout). Meet planning is on track with 9 teams attending (Walnut Creek Swim Club and Forest Park are new teams added). All rentals are secured and confirmed. The Garbage company was the most challenging one. Awards and pins will be ordered this week. Only 5 vendors but more are needed. Denise Pham is taking on the program duties. T. Wendler said she will try to contact the tattoo vendor to schedule and provide the new logo too for the upcoming invitationals. G. Davey inquired about being a possible vendor. CHOA requires that each vendor has insurance. T. Wendler asks M. Kopp what's the evacuation procedure coming out of the clubhouse and or at the pool. This was brought up in conversation with another Team. In the event of an emergency, provide service responders the clubhouse address.

Motion to Adjourn: It was moved and seconded (N. Washmera/R. Lewis) to adjourn the regular meeting at 10 p.m. Motion carried.

Next WCST Committee meeting is: 07/10/2018

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 June 12, 2018 as approved by the attending Committee Members.

Signature:
 Date: