

Cowell Homeowners Association
Walnut Country Swim Team Committee Meeting Minutes
Thursday, November 15, 2018

Present: M. Buchanan (CHOA), C. Louie, T. Washmera, N. Washmera, M. Ulicki, G. Davey, T. Tadiar (Lindquist), K. Kindorff, A. Lohse

1.) Call to Order: 7:15 p.m.

2.) Fundraising / Boosters – Gina & Kathy:

- A. 2019 season preliminary events / schedule – see provided document (action date is what is listed, not activity date)
 - a. Pre-season event / ideas to recruitment of residents
 - i. Based on feedback, there will be more team events such as the Drive-in movie, A's game, etc.
 - ii. K. Kindorff is trying to plan a team event at the Brendan Theater
 - iii. G. Davey has spoken to the A's representative for a team event
 - iv. Based on feedback, the age-group events will be separated differently. The 15-18 age group will not be on this calendar as they were not available in seasons past.
 - v. New this year are age-group ambassadors. A parent in each age-group can help spread the word of upcoming events. Hopes are to engage others more.
 - vi. Get to know your coaches will be presented in a weekly email. Coaches will complete a questionnaire that way this information will be provided to swimmers.
 - b. Reservations of the Clubhouse
 - c. Swimwear and Sponsor timeline and deadlines
 - i. G. Davey has been in touch with Julia (swimsuit representative) that fit kits are needed for final suits to be in hand by the Wednesday before time trials.
 - ii. The plan is to offer more apparel in other colors.
 - iii. There will be 2 order periods for spirit wear
 - 1. A. Lohse questions if the hooded sweatshirt have some revisions and perhaps some of the other apparel – the logo on the back is covered by the hood.
 - 2. G. Davey said that the vendor has specific guidelines to be able to order from them.
 - iv. G. Davey proposes that the Committee wear Committee-wear. It will be in lieu of name-tags and be more identifiable.
 - v. T. Tadiar mentions that last year's Father/Daughter dance event was a hit and should be continued. In addition, there should be a Mother/Son event as well.
 - vi. C. Louie asks Fundraising (T. Tadiar) when the cutoffs are for dine-and-donate and other fundraising events. T. Tadiar says that she will request help from those who are familiar with social media in terms of spreading information.
 - vii. Luz Navas is in attendance as she is interested in working with Fundraising.
 - viii. N. Washmera mentions that she has some items to donate for Chili-Cookoff.
 - 1. T. Tadiar mentions that she was thinking of separating the silent auction from Chili-Cookoff.
 - 2. If a silent auction is separated, having raffles and other fun additional things such as this to other events may be ideal.

3.) Homeowner's Open Forum:

- 1) No homeowners present.

4.) Approval of Minutes – September and October: Motion to approve the September and October minutes.

(T. Washmera / C. Louie). Motion carried

5.) CHOA Update – Marc Buchanan:

- A. M. Buchanan volunteered for this position and it was approved. CHOA has approved all the members for the existing positions – Craig, Tony, Michelle, Nancy, Gina and Kathy.
 - a. Vacancy for meet director, 2 fundraising positions and meet director elect.

6.) Director / Director Elect:

- A. Committee positions to be filled
 - a. Luz Navas may will be able to fill a position. We may also find additional volunteers at the next event.
- B. Reporting the 2019 timeline and dates to CHOA – see handout (draft that can be changed) provided by C. Louie. Dates and times discussed are added to this document.
 - a. These dates will be finalized by the December 11th meeting
 - b. Lap-a-thon
 - i. A. Lohse suggests that an ideal time would be a practice between SSC (6/19) and GPST (6/22)
 - ii. T. Washmera suggests that this is an event in the evening where parents can be involved. If food is

- available for purchase and other things to liven the event up, there will be more participation. This needs to be seen as another family fun event.
- iii. N. Washmera suggests it be on Wednesday, 5/29 as a Wednesday night meet. It will be between time trials (5/25) and the first meet (6/1).
- iv. T. Tadiar and K. Kindorff will work together to make the lap-a-thon a spirited fun event.
- v. 5/29/2019 will be the lap-a-thon date within the 3pm-8pm block.
- c. Additional items:
 - i. Time trials will be 7am-12pm on 5/18/2019
 - ii. Tentative picture date is 6/14/2019 during the 8am-12pm
 - iii. T. Washmera says that DCSL is proposing a 5:30pm start-time for all Wednesday night meets.
- C. Working with CHOA to get the email active
 - a. C. Louie has access to Director email and T. Washmera will be provided the login information for Director Elect.
 - b. C. Louie will work with IT to get those locked-out back in
- D. To submit Charter changes to CHOA for approval
 - a. Previously motioned to remove IT Director
 - b. 25% upcharge fee – will be re-worded as an additional fee
 - c. Under annual requirements for the budget review occurring fiscally, it is revised to read as the “date requested by CHOA.”
 - d. It will need to be added in the charter that there could be a plurality of people, but will still count as one voting position.
 - i. Two boosters chair person, in which one person can vote should be reworded as “one or more boosters, with one vote.”
 - e. Name change of Direct Elect or Meet Director Elect should be Assistant Director or Assistant Meet Director.
 - i. Board members should be able to stay longer if they choose to. The wording change allows for people to stay rather than having to leave at the end of their term.
 - 1. A. Lohse suggests the description and or requirement should be included in the Charter change. Such as any Committee member can move in to a Director position to ensure continuity and cohesiveness.
 - f. N. Washmera says that it must be discussed on the change regarding the resident/non-resident fees to ensure that it will be in place for registration time.
 - g. Motion to change under leadership makeup (part B, no. 7) from 2 booster chairpersons (one of which can vote) to booster (one or more of which one shall vote). (N. Washmera/C. Louie)
 - h. Motion to change under leadership makeup (part B, no. 8) from one fundraiser chairperson to fundraiser (one or more of which one shall vote). (N. Washmera/T. Washmera)
- E. Dec. 2nd event planning
 - a. 4-6pm (3pm setup)
 - b. K. Kindorff and G. Davey will pick up the hot chocolate
 - c. Team outlook and County changes will be discussed in brief
- F. LMYA guidelines for 2019 letter
 - a. Dates are changed around to allow for qualifications and other sports.

7.) Head Coach Update – Coach Adrian:

- A. Assistant Coaches
 - a. Hannah Williams has expressed interest in the Assistant Coach position with T. Washmera and A. Lohse.
 - b. N. Washmera said that Hannah would be considered a re-hire regarding paperwork. She would receive a new interview and an offer letter based on the recommendation of the WCST Committee.
 - c. M. Buchanan recommends that she should go through the entire process, not as a re-hire. A. Lohse agrees that since she’s moving from Swimmer Coach applicant to Assistant Coach applicant.
 - d. T. Washmera suggests that if we want to pursue hiring Hannah Williams, we should consider finalizing this prior to the end of December. This is after a courtesy has been made to the previous Assistant Coaches. He also recommends that an opening be mentioned over social media to allow for others to apply.
- B. 2019 Season schedule, dates and times of practices (for the CHOA report) – see same handout provided by C. Louie
- C. Spring Clinic at WCST pool? Dates and times – 90 days approval to CHOA
 - a. A. Lohse confirms there will be a Spring Clinic the month of March at similar time to previous years (3pm-7pm).
 - b. Monday, March 4th - Friday, March 29th are the proposed dates.
- D. More Little Rays meet events
 - a. C. Louie said that the feedback is that Little Rays want more meets. A. Lohse said that it's dependent on the meet schedule for home Saturday meets. With the outlook of the upcoming schedule, it will be difficult to add more Little Rays meets.
 - b. N. Washmera proposes that we add Little Rays meets to the fun events such as the family fun meet. Luz Navas recommends that even adding them to the lap-a-thon will make the event more fun and more participation.

- i. 6 events in total for the Little Rays – 5/6/2019 to 7/11/2019
- c. T. Tadiar mentions that more communication be provided to Little Ray families when the practices and meets are as there was some confusion last year.

8.) Treasurer Updates:

- A. 2019 Budget – no change
- B. 2019 Registration price for resident / non-resident
 - a. Approved budget by CHOA (as of August 2018) are the previous registration and operational fees. This budget includes the 25% portion in there. At this time, N. Washmera recommends we keep everything for upcoming year.
 - b. M. Buchanan is willing to take conversation to CHOA Board regarding WCST fee structure. He's in complete understanding of the proposed fee structure and plans for the team. He will bring to CHOA the change to the Charter and mention that it will contain current fee structure. It only is being asked to remove the percentage factor and allow WCST to make the decision to be competitive and raise enough money. M. Buchanan questions, if budget is approved and balanced, why should it be specific by percentage?
- C. Timeline for requests for equipment and supplies
 - a. Supplies that are needed is handled by the Meet Director. This position has a debit card for purchases. Major purchases should be on hold until we have an idea at what registration is looking like.
 - b. It is asked that the team debit cards are first choice of payment rather than using a personal card and having to be reimbursed.

3.

9.) Recruitment of Meet Directors, Fundraisers, Crossings Challenge Coordinator:

Luz Navas is our current recruit for fundraising. December 2nd is the next recruitment event.

Motion to Adjourn: It was moved and seconded (C. Louie/N. Washmera) to adjourn the regular meeting at 9:43p.m. Motion carried.

Next WCST Committee meeting is: 12/11/2018

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 November 15, 2018 as approved by the attending Committee Members.

Signature:

Date: