

Cowell Homeowners Association
Walnut Country Swim Team Committee Meeting Minutes
Tuesday, January 15, 2019

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

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

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

3.) Approval of Minutes: Motioned, seconded and carried as amended to approve the December regular meeting minutes and December Executive minutes. Amend item C under CHOA update of the regular meeting minutes.

4.) CHOA Update – Marc Buchanan:

- A. CHOA Open Meeting
 - a. Andy Nonaka was approved as Meet Director.
 - b. The Spring Clinic was approved.
 - c. PayPal account was not approved and opened for discussion.
 - i. CHOA was receptive for the purposes of incoming funds
 - ii. Using it for disbursements brings additional questions.
 - iii. Streamlining the process of receiving funds and disbursing funds via CHOA is the goal.
- B. CHOA Executive session
 - a. Offer for new head coach was approved. Some corrections were amended to remove the wording Fall Clinic as the contract ends in August.

5.) Director:

- A. WCST emails – all emails relating to WCST will be over the WCST email accounts only.
 - a. WCSTHeadCoach@WalnutCountry.com will be provided to new Head Coach once hired.

6.) Meet Director:

- A. Swimmer Coaches
 - a. Assistant Coaches and Swimmer Coaches do not need to go through CHOA. Interviews, offer and certifications are handled by WCST.
 - b. Candidate to hire an Assistant Coach that will be available for the months needed.
 - c. Head Coach needs to be announced prior to soliciting Swimmer Coaches.
 - d. Fliers and Facebook post to recruit more Swimmer Coaches as 8 in total are ideal.
 - e. 14 years old minimum to be a Swimmer Coach
- B. Lil' Rays
 - a. Only 10 returning 6 and unders.
 - b. 2018 had a cap of 10 Little Ray swimmers, although never needed to impose the cap. 2019 will not have a cap.

7.) Secretary and Treasurer:

- A. Committee member charter changes (names and therefore job descriptions in the SOP and website (Director Elect to Assistant Director, etc).
 - a. Will be put together for the next meeting
- B. Confirm finalization of website updates that still need to be done
- C. Finalizing practice times
- D. If there is a Spring Clinic – finalize specifics (including practice times)
 - a. Motioned and seconded to have Spring Clinics 3/4-3/29 4pm-6pm, M/W/F. Motion carried.
 - i. 4-4:30: 6U (10 swimmers cap)
 - ii. 4:30pm-5pm: 7-9 (18 swimmer cap)
 - iii. 5:15-6pm: 10+ (24 swimmers cap)
 - b. \$130 flat fee for Spring Clinic (assuming there's 40 swimmers)
 - i. Motion and seconded to charge \$130 per swimmer for the Spring Clinic. Motion carried.
- E. Debit cards for Director/Meet Director
 - a. Only one debit card available with \$1,500 daily spending limit as previous card holders have been removed.
 - b. Request for additional cards and for Andy to be able to dual sign checks.
- F. PayPal update – not approved but will be addressed again at a later date
- G. 2019 budget/2018 audit – possible effects

- a. See provided handout from Treasurer
- H. 2019 Mini Lessons – change in price and need to revamp process
 - a. Motion and seconded to charge \$25 for Head Coach and Assistants will be \$20-\$25 based on experience for mini lessons. Motion carried.
 - b. Streamlining mini lessons sign-ups and payment process – suggestions appreciated.
- I. Registration and enrollment update
 - a. Decrease of families means a decrease to budget and income is approximately \$12,000
 - i. 2 families from 2018
 - ii. In a deficit of \$4,313
- J. 2nd iPad needed
 - a. Kitchen lead Jon Huckstein requested another iPad for the kitchen.
 - b. Request will go out to membership for iPad donations, a second one can be purchased at the end.
- K. Square updates
 - a. All incoming funds from fundraising, boosters and kitchen should be inputted through Square.
- L. P&L chart for members/public
 - a. See provided handout from Treasurer
 - b. Handout can be used as a cheat sheet for Committee Members

8.) Boosters:

- A. Fliers (Recruitment, Chili Cook Off)
 - a. New flier will be delivered weekend of 1/19/2019 right after the new Head Coach announcement. See attached.

9.) Fundraisers:

- A. Chili Cook Off
 - a. Setup will begin at 1pm but Committee to arrive no later than 2pm. Committee is to make cornbread.
 - b. Adding in desserts during the silent auction.
 - c. More information will be posted via electronic and signs throughout the Crossings.
- B. Sponsors and signage
 - a. \$750 minimum sponsorship in order to get sponsors printed on banners.

9.) Committee Comments: None

Motion to Adjourn: It was moved and seconded to adjourn the regular meeting at 9:09p.m. Motion carried.

Next WCST Committee meeting is: 02/12/2019

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 January 15, 2019 as approved by the attending Committee Members.

Signature:

Date: