

# NOTICE OF ANNUAL WCRA MEETING

The purpose of this annual meeting:

- 1) Reports by the Current Board Members, Swim team, Dive team and Tennis Representatives.
- 2) Presentation of the Budget for 2016.
- 3) Election of Treasurer.
- 4) Acceptance of the appointment of Social Director.
- 5) Approval of WCRA Bylaws Changes.

Meeting Proxy: This proxy is requested on behalf of the Board of Directors of the Wakefield Chapel Recreation Association, Inc. for the Annual Meeting of the Members on December 10, 2015 and will be voted at the meeting by Cary Fichtner-Vu, President. The proxy will be voted on all matters properly coming before the membership unless the undersigned member indicates below that the proxy should be voted only to determine quorum.

**PLEASE NOTE: Per WCRA Bylaws, presence of 15% of the Association membership, either in person or by written proxy as set forth above, is necessary to constitute a quorum of the membership.**

The undersigned appoints Cary Fichtner-Vu, President of WCRA, as proxy for and on behalf of the undersigned to attend the Annual Meeting on December 10, 2015, or any adjournments thereof, and to vote my membership as if I were personally present, in her discretion, on all matters as may otherwise specifically indicate on this proxy form.

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Member Signature

Member Number

Date

I do NOT wish my proxy to be voted on any matter in the annual Meeting except as a "present" vote to determine a quorum.

If you cannot attend the Annual Meeting, It is very important that you sign this proxy and mail it to WCRA, P.O. Box 1248, Springfield VA 22151. Vote must be received by Cary Fichtner-Vu prior to the meeting.

## WCRA Board Summary of 2015 Season

**WCRA Board** - Cary Fichtner-Vu, President; Scott Arenholz, Operations; Joe Gross and Jae Yoo Ko, Long Range; Doug Prince, Secretary; Jeff Champagne, Treasurer; Shelley and Tim Hartmann, Membership; Laurie Richter- Social; Shawn Mansfield and Liz Modder, Swim team rep; Jennifer Cassata, Dive team rep; Dawn Young and Jackie Llyu- Tennis Rep; Snack Bar – Dave, Julia and Alexa Lafferty; Season Crawford, Activities; Beth Grabo, WCRA Website Administrator

### Message from the President, Cary Fichtner-Vu

GREAT YEAR AT THE WCRA! Thank you to the outstanding, selfless board members and team reps, who together make the WCRA a special neighborhood pool and tennis club!, Thank you to the social volunteers who rocked the WCRA world this summer and all the folks that make the programming at the WCRA – swim, dive, tennis, activities a booming success. I welcome and encourage every member to attend a board meeting or better, to get involved and experience first-hand the WCRA.

**Nomination Committee** - Thank you to the following members who have committed to serve on the WCRA 2015 Nominations Committee:

Kathy McGarey - [kkmcgarey81@gmail.com](mailto:kkmcgarey81@gmail.com)

Ernest Richter - [richterphotography@me.com](mailto:richterphotography@me.com)

Elizabeth Boyton - [ibbyton@gmail.com](mailto:ibbyton@gmail.com)

Susie Kleinman - [susiekleinman@hotmail.com](mailto:susiekleinman@hotmail.com)

The WCRA are looking for the positions below. Please contact one of our nomination committee to volunteer.

**Treasurer** - The treasurer is a voting member of the Board with the responsibility to maintain appropriate books and records of the Corporation's assets and liabilities and financial transactions. The treasurer shall prepare and present a financial statement monthly for the monthly Board meetings, shall make a full financial report at the annual Membership Meeting and shall supervise filing of all reports required by law.

**Social Director** - This is a non-voting appointment to the Board with the responsibility to arrange and supervise the conduct of activities and functions in connection with the WCRA facilities. The events and functions change yearly based on membership interest. Event organizers have creative freedom and are asked to stay in budget and meet required Fairfax County noise ordinances. Social has a budget for freebie events, overage costs on events and in the event of any cancellations, monies to cover those costs.

**Snack bar** – The snack bar requires four (4) volunteers to include: one (1) administrator responsible for deposits and paying expenses; two (2) buyers to share the responsibility to purchase inventory; and one (1) swim team meet coordinator to coordinate swim team meet requirements with the snack bar. A student manager will be hired to manage snack bar employees. The snack bar is dearly loved and appreciated by all the members! **There will not be a snack bar without a team to run the snack bar.**

## WCRA Board Summary of the 2015 Seasons

### Capital Improvements, Renovations and Repairs

The Board maintains and reviews a monthly Action List. The Board follows state regulations, which are enforced by Fairfax County, to maintain the facility. As regulations require, work is completed by professionals with compliance of permit and code. Volunteer projects are welcomed for non-professional services.

As we prepared for the 2015 season, we encountered quite a few items that needed to be repaired. In the pool house, there were several pipes that had burst due to freezing (~\$3,000) and the pool motor had to be repaired replacing the seal, bearings and seal plate (\$1,450). The pools themselves also required several repairs with the expansion joint near the shallow end being replaced (\$1,250), the four main drain grates being replaced to be VGB compliant (\$2,000), the parges in the skimmer throats were repaired (\$1,125), replaced 3 skimmers due to winter damage (\$4,200), replaced wading pool chlorinator (\$650), replaced bulbs and gaskets for underwater lights (\$2,000), replaced three underwater light fixtures with new LED fixtures (\$2,150), replaced the multiport valve on the wading pool (\$600), replaced broken fill spout (\$260), repaired grout and puttied a crack in the white coat and replaced the deck drain (\$2,825). Diving boards were inspected and repaired to meet NVSL criteria (\$220). A pothole in the parking lot was repaired (\$835), a tree that fell across the path behind the pool was removed (\$450) and the ice maker was cleaned and repaired (\$600).

## **Professional Services – Landscaping, Trees, Pests, Propane**

This year we brought on a new landscaper, Elias Landscaping (recommended by a member), to take over the maintenance of the grounds. They performed mowing and weeding on a regular basis. Fall cleanup will be performed again this fall to ensure that the spring cleanup is more manageable. The fall efforts will focus on leaf and debris cleanup as well as trimming back many of the natural areas. This year Fairfax County Fire Marshal required that we change the location of our grills and spare propane tanks and have the tanks stored in a propane cage that meets regulations. The Ops Team also scheduled regular mosquito/tick spraying with Mosquito Authority and regular propane refills with Propane Taxi.

## **Administrative/Organizational Improvements**

**Rules and Regulations:** WCRA Rules and Regulations were reviewed, updated and finalized this past summer. The updated document is posted to the website.

**Pool Management Contract Reviewed:** This past off season WCRA put the pool management contract out for bid. We received six to eight proposals of varying depth and comprehension. All proposals were evaluated by Scott Arenholz, Jae Yoo Ko and Joe Gross. After the initial evaluation of proposals, there was a down select to three vendors. Face to face tours of the facility were held with discussions focused on the how the organizations operated, evaluation of the facility and an emphasis on hiring neighborhood children as lifeguards. The competition was narrowed to NV Pools and Premier Aquatics. Both companies were asked to update their proposals to include similar elements like planned time for evening events and swim meets. At that point, NV Pools decided to remove themselves from the competition. Premier Aquatics was hired to manage the WCRA pool. As can be expected when bringing a new management organization along with many first time guards and a new person in Operations, the learning curve was steep for all of us. Overall, we received a fair amount of positive feedback from members, but of course, there are always areas to improve. We received valuable input from members on areas that they felt could be done better. Those suggestions have been captured and will be implemented as appropriate in the coming year.

**Bylaw Review Committee:** The WCRA Board voted and approved the following committee to represent multiple age groups, careers and years of WCRA experience:

- Andrew Aman, contractor, businessman, former Ops and Long Range
- Sean Gormley, insurance professional, former Ops
- Maureen Kavjian, CPA, former swim team rep
- Jennifer McGarey, attorney, former Treasurer, on a board at Grumman- Northrop

- Jennifer Horowitz, businesswomen, former Social Director
- Cary Fichtner-Vu, current President, former Snack Bar and Social Director ( admin function only)

Thank you to this committee for reviewing the bylaws over 6 months and making the recommendations for changes that reflect current practices and laws. The updated Bylaws will be posted on the website for review and there are two Membership Q&A opportunities on October 30, 2015 and November 15, 2015 7-9 pm at Sprague Center. The vote on the Bylaw changes will be held during the Annual Membership Meeting.

**Communication:** Email/Website - Thank you to Beth Grabo for maintaining the Constant Contact email system and the WCRA website. Advance schedules were created for email reminders for pool closings, pool parties, etc. so that membership could plan their pool time accordingly. Facebook: Thank you to Siobhan Green for being our Facebook guru! Community Pool Associations: The WCRA has joined two area pool associations- Braddock Road Association, assembled by Supervisor John Cook and Mason District Association. The associations have been very valuable in troubleshooting issues, informing the evaluation of vendors and services and in comparing policies and procedures of other area pools. The Board is currently reviewing new options for a all inclusive website with membership management and email capabilities.

## Coming in 2016

**Closing the Tennis Bond:** The tennis court project of 2006 required a \$7,000 tennis bond, which to date has not been closed and refunded to the WCRA. In 2013, all the outstanding requirements were completed with the exception of the VDOT transfer. We are currently actively working with Fairfax County to finalize the closing of the Tennis Bond.

**Review of the Blue Line:** Everyone will agree there is great enjoyment sitting poolside eating lunch, and snacking with the children. This past season we relaxed the Blue Line policy. Unfortunately, we ended up with a pest issue during the season. We would like to be able to keep this policy relaxed, but we are going to need the support of all members to do so. All members own a share in WCRA and should have a sense of responsibility to help protect and keep our investment clean and well presented. We ask that all members ensure that they clean up any trash they may have created or that they come across. Please help your children understand the importance of putting their trash in the bins as well. This goes for all areas of the facility, not just by the pool. If we all work together, we can keep some rules relaxed for member's enjoyment, but if we begin to have an issue, we will have to strictly implement rules to ensure the cleanliness and safety of the facility.

## LONG RANGE PLANNING - Joe Gross and Jae Yoo Ko

WCRA has completed a number of renovation projects over the past few years – but Long Range Planning continues to review and plan for known maintenance projects along with additional projects to enhance the appeal of our association. The largest upcoming known maintenance project is re-doing the pool's white coat and coping stone, and we will get an assessment of their condition in Premier's season-ending report.

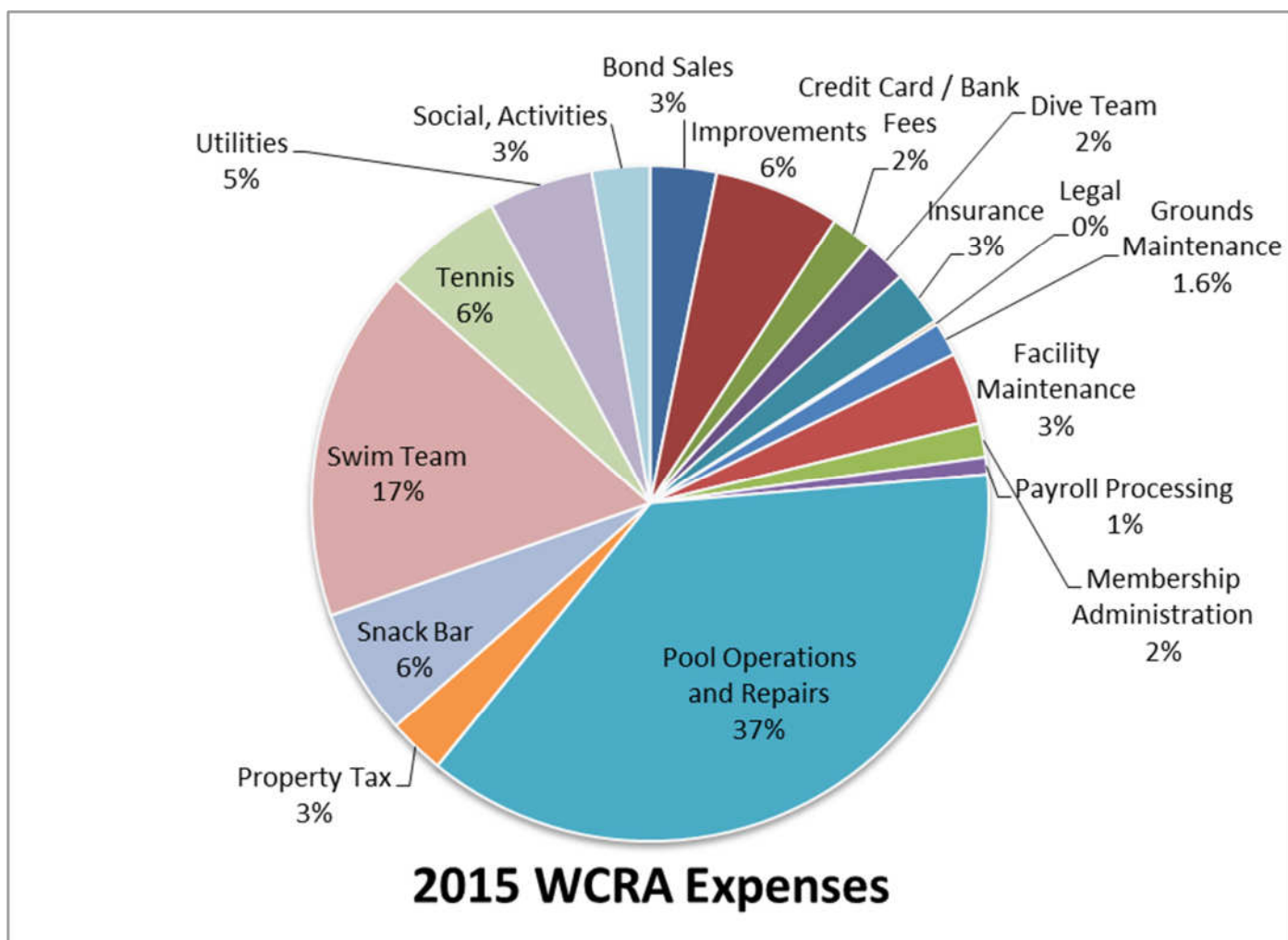
Additional projects we are investigating focus on many of the social areas of the facility, including the upper hill. Some current projects in consideration are construction of a covered pavilion where the picnic tables are, installation of a half-basketball court near the back sheds and a more permanent cover over the Ledo deck. We continue to investigate construction options and pricing and, after presentation to the board, will bring them to the general membership for consideration.

## MEMBERSHIP - Shelley and Tim Hartmann

At WCRA we currently have 472 active bonded members, 28 inactive or unassigned bonds and 18 membership sales requests received after September 2014. This season 15 members sold their bonds and 15 new members bought bonds. The association had 15 full summer temporary memberships and 31 temporary military members (27 full summer and 4 partial summer). This year we were successful in that everyone paid their dues and some decided to forgo the bond refund.

## 2015 FINANCIALS – Jeff Champagne

The WCRA remains financially healthy with \$140,000 in cash within our main operating account and also set aside for long-term projects. To date, the WCRA is within budget and has spent \$300,000 to support pool and program operations and invest in facility improvements. Expenses include a combined 25% in support of our swim, tennis, and dive teams; 37% in support of our Premier Aquatics contract for pool operations and repairs; and 9% to provide members with social events, activities, and snack bar offerings. Please reference the below 2015 WCRA expense pie chart for additional details.



## **TENNIS – Jackie Lluy and Julia Kurtz**

The adult and juniors tennis programs continue to grow and thrive at Wakefield Chapel as we finish our third season with RJ Tennis! Daytime and evening tennis was offered Spring through the Fall.

Impressive that our very own Maddie Kurtz took third place and brought home some hardware in the NVTL championships!

Fall clinics with RJ Clinics starting week of 9/21 running 5 weeks. Classes available on Wednesday and Thursday evenings 6:30 -8:00pm and 8-9:30pm

If you are interested in more informal drop in play the following evenings continue to bring lots of our members to the courts for social/competitive play:

Monday: Men's Night 7:00pm

Tuesday: Mixed Doubles 7:00pm

Email questions to: Jackie Lluy ([jlly@aol.com](mailto:jlly@aol.com)) or Julia Kurtz ([jjkurtz@gmail.com](mailto:jjkurtz@gmail.com))

## **SOCIAL – Laurie Richter**

Thank you, WCRA community, for a wonderful 2015 season including fabulous social events made possible by so many great volunteers! This summer included our traditional/nontraditional upside down Wine Downs, Ladies Night, Teen Party, Men's Night, Crab/Shrimp/Lobster Night, the Adult Party, Opening and Closing Picnics. New for this year, our Over 55 Party, a couple of freebie parties for the membership to include Easter Egg Hunt, July 4th Parade and Picnic and a possible Pumpkin Chunkin event. Plus in coordination with the snack bar there were numerous food events to include Food Trucks, Burger Night, Asian Night and Meatball Mania Night. Two teen members were paid to cleaned and maintained the grills biweekly.

The great thing about WCRA is our ability to be flexible -- if there is an event you'd like to see held, all you have to do is suggest it. You can either volunteer to lead the event yourself, or let you social director know and we can solicit volunteers to make your vision a reality. We have refined our planning documents, streamlined sign ups, clarified the extended hours and alcohol permit processes -- all we need for next year are your ideas to host even more social events. This is your WCRA community--see you next summer!

## **SNACK BAR – Dave, Julia and Alexa Lafferty**

The Snack Bar adds enjoyment to our members and their guests by offering a wide variety of snacks and drinks during pool operating hours, in a clean and friendly environment. Each year the snack bar grows in popularity, and requires a group of hardworking teens to run and oversee the operation. This year we hired a student manager along with 22 WRCA teens to work the snack bar. Alexa, our student manager did the majority of the buying, organizing and working alongside the snack bar employees at the numerous swim meets. The snack bar in addition to serving our membership, served numerous swim meets and divisional meets. We once again had a very successful summer at the Snack Bar!

## **DIVE TEAM - Jennifer Coyne Cassata and Izabella Thomas**

The 2015 Wahoo Dive team had a great season. We remain so thankful to the membership of WCRA for their support. Over half of our divers are young (20 were 10 and under) so we know we have a bright future ahead! We finished 2-3 in a very tight Division 4 (with two losses by a combined 4 points). We had four fantastic all-stars (Jordan Grabo, Olivia Rummel, Joe Amato and our All-Star Champion Aidan Thomas), plus one all-star alternate (Jake Goodson).

Other big news is that we hosted Divisionals for the first time, which was a great success! All the teams raved about our great facility and we were honored to win the Sportsmanship Award for Division 4. Thanks to the WCRA members who came out to support our divers! We also had several divers compete at dive divisionals who also participated in swim divisionals! We were led by our great, home grown Wahoo coach, Paul Helfgott, plus our assistant coach Joe Amato and our coach-in-training Owen Collins.

Many of our divers are participating in various winter programs so we are excited for a great 2016 season. If anyone is interested in more information about Wahoo dive, please email [wakefieldchapeldive@gmail.com](mailto:wakefieldchapeldive@gmail.com)

## **SWIM TEAM– Shawn Mansfield (outgoing), Liz Modder and Cathy Read (Incoming)**

The Wahoos showcased some great swimming and even greater sportsmanship in the rain this summer, winning NVSL Division 2 with a 5-0 record. Highlights included a third place finish in All-Star Relays, the highest finish for our team in many years, and some terrific skits (beauty pageant, anyone?) by our hard working coaches. Several long-standing team records, both relay and individual, were broken this summer. Also, the Wahoos sent 21 swimmers to NVSL Individual All-Stars. Our swimmers also had some excellent time drops during the year. Monday night meets were spirited, fun, and, most surprisingly, short-ish! Given the Wahoos' summer success, we anticipate that we will compete in Division 1 next season. Get ready to have some more fun in the sun next year with the most spirited team in the NVSL!

Thank you to the many volunteers that made last season's accomplishments possible and to those that have already stepped up to assist next season. Our 2016 Team Representatives will be Cathy Read and Liz Modder. Renee Dondes and Andi Ferrari will be returning as Monday night meet representatives. Our very own Steve Menard will be returning again for another season as head coach. We look forward to seeing you all on deck in 2016! For other swim team information, please consult our website: [www.wakefieldchapelswimteam.org](http://www.wakefieldchapelswimteam.org). GO WAHOOS! Cathy Read and Liz Modder

## **ACTIVITIES- Season Crawford**

Fitness, Fun and Art at WCRA! This past summer we brought back opportunities for everyone to have fun and get fit: Water Aerobics and Vinyasa Flow Yoga Camp with our fabulous new teachers, Maria Falzone and Amy Bourne, and Synergy Boot Camp. The new children's Art Classes instructed by Sarah Giddens and Iris Feinberg were a great success. We plan to bring back similar opportunities next summer. Please do not hesitate to call 571-425-7846 or write to [seasoncrawford@outlook.com](mailto:seasoncrawford@outlook.com) with your ideas for activities we can add in 2016.

# PROXY INSIDE THIS NEWSLETTER

## WE NEED YOUR REPLY!

If you cannot attend the ANNUAL MEETING it is very important that you sign this PROXY and mail it to WCRA, P.O. Box 1248, Springfield VA by 3 December.

New Bylaws posted on the web site.

Question and Answer Opportunity:

Friday October 30, 2015 7-9 pm

Monday November 16, 2015 7-9 pm

At Sprague Technology Center

**Please plan to attend our  
ANNUAL MEETING  
December 10, 2015  
at 7:00 p.m.**

**Wakefield Forest  
Elementary Cafeteria  
4011 Iva Lane**

Wakefield Chapel Recreation Association  
P.O. Box 1248  
Springfield, VA 22151