



NOTICE: WCRA Annual Meeting
Thursday, 11/30, at 7pm
Cafeteria at Wakefield Forest Elementary
(4011 Iva Lane)

The purpose of this annual meeting:

- 1) Reports by the current Board Members, Swim team, Dive team and Tennis Representatives.
- 2) Presentation and Review of the 2017 Actuals to Budget; Presentation and Approval of the proposed 2018 Budget.
- 3) Review and Vote on proposed changes to the WCRA Bylaws (relating to Membership; see Proposed Changes to Bylaws on page 3)
- 4) Election of the following Directors for a two-year term:
 - a. Danny Heltzel for President
 - b. Season Crawford for Social Director
 - c. Katherine Schultz for Membership
 - d. Kris Anderson for Secretary

PLEASE NOTE: Per WCRA Bylaws, the presence of 15% of the Association membership, either in person or by written proxy as set forth below, is necessary to constitute a quorum of the membership to conduct business. If you cannot attend the Annual Meeting, please sign this proxy and mail it to: WCRA, P.O. Box 1248, Springfield VA 22151; or drop it in the mailbox at: 8211 Mockingbird Drive, Annandale VA 22003.

Proxies must be received by the WCRA Secretary prior to start of the Annual Meeting.

Proxy Form

I/We, bonded member number _____ [**Member Number**] of Wakefield Chapel Recreation Association, hereby appoint as my/our true and lawful proxy:

Secretary of the Wakefield Chapel Recreation Association

[check one box] - OR -

 [print the name of your proxy holder]; proxy holder must be 18 years of age and attend the meeting in person on your behalf

CHECK ONLY ONE:

- My/Our Proxy is to be used for **Quorum purposes** only.
- My/Our designated proxy holder may vote on all matters at the November 30, 2017 Annual Meeting as he/she so determines.

Member(s) Signature(s) **Date**



WCRA Fall 2017 Newsletter

IMPORTANT Dates:

Annual Meeting – November 30, 2017

Annual Dues – May 1, 2018

Opening Weekend – May 26, 2018

**WCRA Opening Weekend
May 26, 2018**

BOARD NOTES

PROXY: Please plan to attend the Annual Meeting on Thursday, 11/30, at 7pm at Wakefield Forest Elementary (4011 Iva Lane). If you cannot attend, please return your proxy to help us ensure quorum for business.

Another great year at WCRA: Thank you to the many volunteers who work together to make WCRA a special part of our community – a true neighborhood pool and tennis club! Thank you to the social event hosts and coordinators who keep the fun happening all season long, and thank you to the many members who work to make WCRA programming like Swim, Dive, Tennis, and activities so successful. We welcome and encourage every member to attend a Board meeting (or read the monthly minutes online) to learn more about the workings of WCRA, and to see where you can lend your skills, talents and time to keep WCRA the great community asset it is. As bond-holders, WCRA literally belongs to each of us – please help your Board and Reps in their efforts to keep improving it for all members!

WCRA Treasurer: At the November 2nd meeting, Patrick Smith was removed from his position as Treasurer by a majority vote of the Board (WCRA Bylaws page 7, Article VI, Section 7). The Board will need to appoint a candidate to fill the remainder of his term as Treasurer (December 2017 through December 2018) per the WCRA Bylaws, page 4, Article VI, section 9. We wanted to make sure the full membership is made aware of this Board opening and opportunity to support your pool. The Treasurer's duties are detailed in the Bylaws on page 5, Article VIII, section 4. If you'd like to volunteer for this important position, please reach out to Danny Heltzel (longrange@wakefieldchapelrec.org) prior to the annual meeting on November 30th.

Pool Management Contract: This past season was the last under our 2015 pool management contract with Premier Aquatics, so we put the contract out for bid again. We received three proposals of varying depth and comprehension, from Premier Aquatics, Guardian Aquatics, and Crystal Aquatics. NV Pools declined to respond. All proposals were evaluated by Brian Collins and Danny Heltzel. After an initial evaluation, they shared with the Board an overview of each of the three vendors responses. After review and discussion, the Board has contracted with Premier Aquatics to manage the WCRA facility for the 2018 season, with an option for WCRA to extend each year through 2020. Overall, we received positive feedback from members, but of course, there is always room for improvement. We

have already communicated some specific areas for improvement by Premier next season and we welcome input from members on suggestions to improve the facility management in the coming year.

Tennis Bond Update: Cary Fichtner-Vu submitted copies of all the final paperwork in person in April. In September, she received a message from Supervisor Cook's administrator Marcia Pape that VDOT has accepted the street and the last remaining item is a final Fire Marshal inspection, including the fire lane. As soon as that has been scheduled, completed, and approved, they can start the bond release paperwork. Cary has scheduled the final Fire Marshal inspection. (Thank you, Cary!)

Communications: Thank you to Susie Kleinman for maintaining the Constant contact email system and WCRA website to keep our community connected and informed.

Proposed Changes to WCRA Bylaws: After completing a full season as Membership Director and an extensive review of the membership processes, Katherine Schultz identified a number of areas for possible improvement and shared them with the Board. After review and discussion, the Board elected to move forward with pursuing two changes to the Bylaws, subject to approval of the WCRA membership. The proposed changes are underlined below:

Page 7, Article X, Section 5. Penalties – A penalty not to exceed twenty-five percent (25%) of the total amount owed may be added to any account not paid by May 1 of each year. Additionally, memberships may be cancelled in accordance with Article III, Section 6 as a result of nonpayment of monies owed the Corporation. All monies owed the Corporation will be deducted from the proceeds of the sale of the membership.

- Why? This change is designed to increase the penalty from 15% (or \$69 under the current Bylaws), to 25% (to allow Membership to charge an even amount like \$100) for late payment in order to encourage more members to pay on time, reducing the need for ongoing follow-up and paperwork on delinquent accounts.

Page 1, Article II, Section 4. Membership Privileges – Except as otherwise expressly provided herein, only the person or persons to whom a Certificate of Membership has been issued, up to eight members of his (their) immediate family residing in the same household and their care-givers shall have membership privileges or any exceptions as granted by the Board. Immediate family residing in the same household and their care-givers beyond eight may be included for an additional fee not to exceed ten percent (10%) of the Annual Dues.

- Why? This change is designed to clearly define the household size for membership to eliminate abuse while still allowing legitimate larger households a *low-cost* (\$47.50 or less per additional member) method for inclusion. This past season, we had 20 families claiming ten or more household members (that's 200+ people from only 20 memberships) when many of them did not actually have that many people living in the home, which is already part of the WCRA definition for membership privileges. This nominal fee will allow Membership to accurately identify those families with larger households and ensure they are reflected correctly in the membership/check-in system.

Membership Dues: In October, the Board voted to propose an increase in the 2018 dues by membership type. While the WCRA finances are currently good, we spent more money than expected this year on the significant storm clean-up and removal of dead and damaged trees. Additionally, we have heard from members that they support significant additional improvements for WCRA: *more chaises, adding a new pavilion roof to the Ledo Deck, creating a shade solution for the Hill, possible earlier opening date and/or later closing weekend, upgrading wi-fi service, new practice lane lines, possible new ice machine*, etc., as well as re-building our cash reserves for *tennis court resurfacing* and other big ticket projects that are on the horizon, without incurring special assessments.

For reference, we conducted a survey of area community pool dues:

WCRA -	Member \$460	Temporary \$575
Ilda -	Member \$460	Temporary not available
Truro -	Member \$480	Temporary unclear
Camelot -	Member \$635	Temporary \$500
Long Branch -	Member \$520	Temporary \$570
Mantua -	Member \$496	Temporary \$645
Canterbury Wds -	Member \$490	Temporary \$490
Rutherford -	Member \$500	Temporary \$600
Somerset-Olde Creek -	Member \$495	Temporary not available

The Board proposes a 2018 WCRA Budget that includes dues amounts as follows:

- Bonded Member Annual Dues - \$475 (increase of \$15)
- Military Membership Dues - \$500 (increase of \$40)
- Temporary Membership Dues - \$600 (increase of \$25)

Thank You: Thank you to Jenny Otto, Katherine White and Jodi Benkarski for serving on this year's Nominating Committee.

Board Meetings: The WCRA Board meets on the first Thursday of each month from 7pm to 9pm at the Sprague Center. Any member is welcome to attend and we encourage your participation in our association. If you wish to include an item on the agenda, submit your request one week in advance of the meeting to secretary@wakefieldchapelrec.org. Occasionally the meeting schedule will change to accommodate Directors schedules, any changes will be posted to the website: www.wakefieldchapelrec.org.

Documents: The governing and organizational documents (i.e. Bylaws, Rules & Regulations, Board Meeting Minutes and other policies) can be found on the website: www.wakefieldchapelrec.org.

NOMINATING COMMITTEE

Jenny Otto, Katherine White and Jodi Benkarski

We were excited to support our community by working to identify member volunteers to serve on the WCRA Board for the next two-year term. After reviewing the responsibilities for each position and speaking to many members, we are happy to nominate the following candidates:

President - Danny Heltzel

Membership - Katherine Schultz

Social - Season Crawford

Secretary - Kris Anderson

Note: once Danny Heltzel is elected President at the Annual Meeting, the Board will need to appoint a candidate to fill the remainder of his term as Director for Long Range Planning (January 2018 through December 2018, per the WCRA Bylaws, page 4, Article VI, section 9. Vacancies). One volunteer has already come forward (thank you for stepping up!), but we wanted to make sure the full membership is made aware of this Board opening and opportunity to contribute to our pool. If you'd like to learn more about this position or volunteer, please reach out to Danny Heltzel before the annual meeting at longrange@wakefieldchapelrec.org.

There are also two non-Board positions for which member volunteers are still urgently needed: Snack Bar Manager and an Activities Director. Please let us know if you can support WCRA in one of these important positions – this association runs on member volunteers!

MEMBERSHIP

Katherine Schultz, Director for Membership

WCRA is fortunate to have a healthy membership with a total of 494 members at the close of this season. The membership is comprised of:

- 452 Bonded (or permanent) members
- 20 Military families
- 22 Temporary families
- 494 total member families

We are community in which a number of families come and go every year, due to military or State Department transfers, retirements, or just a change in lifestyle that might not involve the pool. We presently have 27 bonded memberships on the sales list and the sale of a bond takes 12-16 months, depending on how many new families join the pool each season.

On the good news side, three of our 22 Temporary members from this summer have already purchased bonds to become permanent members! This is a friendly reminder that Temporary memberships are only good for ONE summer and families MUST purchase a bonded membership to remain WCRA members.

This past season over 10% of our members paid their annual fees late, which incurred extra fees for them and budget headaches for the rest of us. We strongly encourage everyone to pay their dues on time by May 1st. To that end, we will start sending e-mail reminders and credentials beginning in early March and will resend to any unpaid family again in April. Finally, eight bonds were forfeited due to failure to pay dues.

Contact – If you have questions or need further Membership information, please email me at: membership@wakefieldchapelrec.org.

OPERATIONS

Brian Collins, VP for Operations

We are fortunate to have a much-enjoyed and frequently used facility, but all that activity also means many things break down and need to be repaired. This year was much more costly for Operations than a normal year because we had the scheduled white coating of the pool, as well as repairing significant damage from the huge spring storm that knocked down 6 large trees and damaged many, many more trees (which unfortunately led to the necessary removal of the remaining pine trees). I am always impressed with how community-oriented our pool is – aside from state and county regulations requiring professional work, most of these MANY repairs were done by volunteers. *Thank you for taking responsibility for your pool!*

A list of facility maintenance tasks this year:

- application of new white coat
- replacing underwater lights with LED when the old bulbs burn out (ongoing)
- replaced pool motor
- replaced pool filtration system with a new crushed glass system (more effective than sand, lasts up to three times longer than sand)
- replaced broken valves in urinal and two showers
- installed new shower curtains
- replaced broken hardware in shower head holder

- replaced broken door lock
- fixed four broken / leaky pipes
- stained the bleachers and railing
- repainted the pool deck markings (no diving, depth numbers)
- jetted out drains in pool deck
- stitched the rip in the funbrella in main pool
- replaced multiple fence sections (from to storm / tree damage)
- replaced the social shed roof (from storm / tree damage)
- reinstalled and replaced bleachers that were uprooted (due to storm / tree damage)
- replaced rotten steps and ramp on tennis deck
- installed new ceiling in tennis deck pavilion
- installed new ceiling fans in tennis deck pavilion
- replaced broken hooks on tennis court divider netting
- power washed all three tennis courts
- removed all pine trees and stumps on Hill (due to storm damage)
- removed two dead trees leaning over Holborn path
- removed dead tree leaning over neighbor's house
- planted four red oaks on Hill (each is 10-12 feet tall; to replace trees lost to storm damage / age)
- replaced ice maker (but learned that the new maker's capacity does not meet our needs)
- painted shed
- disposed of broken tables, chairs, barrels and assorted items that had collected over the years
- painted rod iron chairs, tables and bike racks
- installed new water basketball basket
- installed new recreation games: tetherball, small soccer goals, ring and hook post
- donated lost and found towels to animal shelter
- repaired broken lane line wheel
- fixed faulty wiring on lamps and mounted the lamps securely to railing
- filled sinkhole with several tons of stabilizing material
- repaired entrance pot hole

The loss of the original pine trees on the Hill is disappointing to us all. Although we knew that the pines had outlived their traditional lifespan, it was still hard to see them so damaged by the spring storm, necessitating their removal. The Hill looks very different now and we are working on plans to create shade and improve the aesthetics. Thank you to the Boy Scouts who planted four new red oak trees on the Hill this fall – we look forward to seeing them grow to provide shade and beauty on the Hill. We are also working on a plan to install shade sails on parts of the Hill as an immediate shade solution. We welcome additional member suggestions and assistance to improve the Hill!

We always welcome feedback from our members, so please share any constructive suggestions or comments with me via e-mail at operations@wakefieldchapelrec.org.

LONG-RANGE PLANNING

Danny Heltzel, Director for Long-Range Planning

WCRA completed many large maintenance and renovation projects over the past few years, including this year's white coat project and supporting Operations in the Hill tree/shade replacement project, and we continue to review and plan for known maintenance projects along with special projects to enhance the appeal of our facility. The largest upcoming known maintenance project will be re-surfacing the tennis courts, and we will pursue multiple vendor proposals for that project. An additional project under

investigation is to build a full roof for the Ledo Deck, in place of the current blue tent, to turn it into a more reliably water-resistant and shady pavilion space. We continue to investigate construction options and pricing and, after presentation to the Board, will bring them to the general membership for consideration.

2017 FINANCIALS

WCRA Board

WCRA remains financially stable. During 2017, gross revenue was sufficient to cover the operating expenses. However, total expenditures did exceed gross revenue. This was the result of two significant non-recurring expenses. The replacement of the pool pump, filter, and white-coating was a planned and expected expense. The extensive storm damage to the Hill was an unplanned and unexpected expense. The WCRA insurance only covered a small portion of the damage incurred. Nonetheless, WCRA was able to cover these additional costs from savings. A full report on the 2017 Actuals will be presented at the Annual Meeting on 11/30.

SOCIAL

Melissa Aune, Director for Social Activities

We had another great season at WCRA, with events for all ages ... all summer long!

Thank you to the many individuals and families who stepped forward to host or volunteer at our traditional parties and some new events including: Opening Picnic, Adult Party, Craft Beer Tasting, Pirate and Princess Party, Crab Feast, Ladies Night, Kids Party, Closing Picnic, Back to School Coffee, and Men's Night. Food Truck Fridays continued this year with new and exciting food from empanadas to lobster rolls. Patrick Smith kept us guessing all summer with monthly trivia nights. And our community came together for a great cause at our WCRA Breast Cancer Benefit and Bake Sale. We were able to raise \$1,730 to donate to the IIIB's Foundation in honor of WCRA members who have had or are currently battling breast cancer.

My time as social director at WCRA has given me the chance to meet so many wonderful people in our community. Thank you to everyone who helped with social events and planning over the last two years. Your kindness and volunteer spirit are what make our community such a wonderful place to live and play!

If you are interested in hosting or assisting in any way with fun community events next season, please contact the Director for Social Activities at social@wakefieldchapelrec.org.

ACTIVITIES

Season Crawford, Activities

Fitness, fun, and art at WCRA! This summer we continued opportunities for members to have fun and get fit with Ashtanga yoga, Synergy boot camp, and children's art camp with D'Lisa Turner.

We plan to host similar opportunities next summer and also welcome your ideas for new activities in 2018 for our members to experience and enjoy!

SNACK BAR

Cary Fichtner-Vu, Snack Bar

The snack bar had another successful year, acting as a convenient service for our members and generating net revenue, despite fewer home Swim team events (only 2 A-meets and 2 B-meets plus Time Trials) this season. This success comes from buying a new ice cream freezer (and supplying ice cream from wholesale clubs and fancier ice cream dealers), as well as minimizing waste and theft, and increasing the accountability of staff.

Our biggest sellers are ice cream products, Air Heads Extreme, and Skittles. We have found that healthy options do not sell well and expire more quickly than other options.

Thank You So Much:

- Thank you to all the Snack Bar Workers, with *special thanks* to Matthew Ferrari for an extraordinary management job!
- Thank you to Mrs. Diez Lea for managing the funds and deposits!
- Thank you with loads of appreciation to all the volunteers who did end of the year snack bar cleaning – what a wonderful group of members!

2018 Season: Applications to work at the WCRA Snack Bar for the 2018 season are on www.wakefieldchapelrec.org and are due by May 1, 2018. There will be no extensions or exceptions to this deadline. Personal accountability and self-reliance are important qualifications. Job interviews will be scheduled for the first week of May to select up to 12 employees.

A Member Volunteer is needed to take over oversight of the Snack Bar – please contact Cary Fichtner-Vu at [703-861-8259](tel:703-861-8259) or cary@caryfvu.com with any questions or to volunteer.

SWIM TEAM

Cathy Read and Martha Murray, Swim Team Representatives

The 2017 Wahoo swim season was a tremendous success with some great NVSL Division 1 swimming and plenty of fun had by all 225 Wahoos swimmers. Highlights include cold ice cream, yummy pancakes, tie-dye socks, dancing on the pool deck, and a rain-free end of season banquet! The Wahoos also finished fifth at All-Star Relays and had fifteen swimmers qualify for Individual All-Stars. Our minnows worked hard throughout the swim season and showed off their progress at the ever-popular Lollipop meet. We are looking forward to seeing what all our Wahoos can accomplish next season during our Monday night and Saturday meets.

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. Cathy Read and Martha Murray will be stepping down as Team Representatives at the end of the 2018 season, and we are looking for one or two volunteers (to work together) to shadow this year then take over in 2019. Sarah Giddens and Erica Pinkston have graciously volunteered to be the Developmental Team Representatives in 2018.

The unique spirit of the Wahoos, the opportunity for our kids to swim, to work as coaches, to have fun, and build a stronger community all depends on the willingness of parents to volunteer! Please consider your ability to support the kids and contact Cathy and Martha if you can help out.

We look forward to seeing you all on deck in 2018! For other swim team information, please consult our website: www.wakefieldchapelswimteam.org. GO WAHOOS!



DIVE TEAM

Izabella Thomas and Courtney Collins, WCRA Dive Team Representatives

Summer of 2017 was a great season for the Wahoos Dive Team! We won three meets, lost one and tied one of our summer meets within Division V. This division continues to be just the right level of competition for our WCRA divers based on skill and team size.

We had a consistent roster of 32 divers, many of them on the younger side. We are always looking to grow the team and encourage more older kids to try it out even if they've never done it before. Many (most!) of our divers are also Wahoos swimmers and though it can be more challenging for parents to attend meets for both sports, the kid athletes themselves love the additional exercise, conditioning, practices, competition, and *fun*.

Dive meets are held on Tuesday evenings, with an occasional Thursday evening meet added as a B / developmental meet. The meets move along very quickly and our other Division V teams are all within a convenient driving distance. The dive team is also a small enough group that the kids really get to connect with each other and have a great time at practices, meets, and most especially, "Fun Fridays." Our coaches have been together for many years now and we have enough helpers to devote a good deal of individual attention to each diver to help them grow in the sport.

We had a number of our divers advance to the Divisional competition and on to All Stars. We were able to host the Division V Divisionals competition at WCRA this summer (with ongoing thanks for the installation of our second diving board) and we won the "Hospitality Award" for our division.

Looking ahead, we hope to have even more kids who "dare to dive" and join us for an always exciting summer season in 2018!

Please email wakefieldchapeldive@gmail.com if you would like to be added to the Dive email list or if you have any DIVE questions!

TENNIS PROGRAM

Jackie Lluy, Tennis Representative

With the end of the 2017 season, I will be stepping down as WCRA Tennis Representative, due to family needs. Thank you to for making WCRA Tennis such a fun program for kids and adults!

Financially, the tennis program managed our resources well this season and required only \$410 from the WCRA budget to run all our programs and maintain the courts for member use.

We have completed one year of our two-year commitment with RJ Tennis, scheduled through Fall of 2018.

In terms of court maintenance, I am replacing the net on Court #2, but the following larger projects will need to be addressed:

- the lights on the bottom court
- better method of securing the courts
- should plan to resurface the courts in the short-term, as many cracks developed over the last 6 months

Please remind all family members that soccer, lacrosse, skateboarding, bikes, etc. are prohibited on the tennis courts to help maintain their function for tennis.

Looking forward to seeing you on the courts in 2018!