

MINUTES OF MEETING  
OF THE BOARD OF DIRECTORS OF

**PARK WILSHIRE IMPROVEMENT ASSOCIATION**

March 7, 2007

A meeting of the Board of Directors of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "Association"), was held on the above date at the home of Jennifer Shaw 1824 Frobisher Wy., California 95124, pursuant to notice duly given to all of the directors and members.

- I. Call to Order - Chris Knox called the meeting to order at 7:05 p.m. Al Williams and Kristi Schwiebert recorded the minutes.
- II. Roll Call – The following directors were present: Jill Baldwinson, Debbie Clayton, Chris Knox, Kristi Schwiebert, Jennifer Shaw, Jaunell Waldo, Al Williams.
- III. Approval of Minutes From Last Meeting- The minutes from The Annual Meeting held on Saturday, March 3, 2007 were approved.

IV/V. Transition of Board Members and Designation of Director Roles

- |                                     |                   |
|-------------------------------------|-------------------|
| ○ President                         | Al Williams       |
| ○ Vice President of Membership      | Jennifer Shaw     |
| ○ Treasurer                         | Jaunell Waldo     |
| ○ Secretary                         | Kristi Schwiebert |
| ○ Director of Communication         | Debbie Clayton    |
| ○ Director Lifeguard Administration | Jill Baldwinson   |
| ○ Director of Operations            | Hope Cahan        |

VI Reports

Treasurer-Jaunell Waldo

- Check signing privileges will transition in early April.
- Interested in looking into other banks at future date.
- Mailing packets available for revision. Edited copies should be brought to Ms. Waldo's home.
- Checks will be made available while Ms. Waldo is on vacation.
- A motion to dedicate up to a \$1,000 for a laptop needed for the Treasurer was passed. (J. Shaw motioned and J. Baldwinson second)

Operations

- The Board discussed looking into the possibility of the pool maintenance company taking care of the pool cleaning, etc. at an earlier time so that swim lessons and free swim could start earlier in the day for the 08 swim season.

Lifeguards- Jill Baldwinson

- Suggested that swim diaper ordering become part of the Secretary position.
- Looking into the cost of a Time Card Machine for lifeguards.
- Possible new lifeguard positions including, but not limited to; Pool Manager, Shift Leads, and Trainers.
- A motion to have the lifeguards stay the last hour (8-9pm) of the swim day was passed. (D. Clayton motioned, J. Waldo second)

Communications- Jennifer Shaw

- Will pass on all appropriate materials to Debbie Clayton.

V. New Business

- "Grandparent" Swim Membership- Invite Steve Kelley to attend April meeting to discuss ideas.
- PG&E- Mr. Williams will call to get more information on ownership and maintenance of Easements in area
- After Hours Use of Pool- Change #2 on Membership Pool Rules
- Other-
  - Talk with Beth Kramer about fulfilling the Events Coordinator position.
  - Schedule a 'New Board Walk Through' at pool.
  - The goal is to open the pool in May.
  - A motion to change meetings to the 1<sup>st</sup> Monday of Month passed. (D. Clayton motioned, A. Williams second)

VIII. Adjournment-The meeting was adjourned at 9:00 p.m.

The next meeting of the Board will occur at 7:00 p.m. on Monday, April 1, 2007 at the Baldwinson Residence.

Respectfully Submitted,

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Kristi Schwiebert, Secretary

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Allan Williams  
President