

**THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
PARK WILSHIRE IMPROVEMENT ASSOCIATION November 11th, 2015**

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, pursuant to notice duly given to all of the directors and members.

**I. Call to order**

Brian Tanger called the meeting to order at 7:23 pm on November 11, 2015.

**II. Roll call**

The following members were present: Brian Tanger; President, Al Williams, Treasurer; Alison Helmke, Operations, Jennifer Donahue, Communications; Robyn Girard, Secretary, Hope Cahan; Lifeguard Manager; Jennifer Shaw, Membership

**III. Minutes-** The October minutes were approved by the board. Jennifer made a motion and Brian made a second. The minutes from October passed.

**IV. Board Reports**

**A) Al Williams - Finances:**

- Al provided a financial update. We have \$8300 less than last year’s operating costs but we are still in very solid financial standings. Al provided two charts showing our PG&E and heat usage from 1995 to 2015 so we can analyze and review usage.

- The board discussed the potential need for a slight increase in pool dues. This will be further discussed prior to the start of the next season based off of upcoming expenses.

**B) Communications/Events - Jennifer Donahue**

- Email update will go out regarding those individuals who are available for babysitting in the neighborhood.

**C) Secretary, - Robyn Girard**

- No updates

**D) Hope Cahan – Lifeguard Manager**

- We also discussed the role and responsibility of the pool manager and lifeguard manager. We will revisit next meeting once we have a better determination of who is interested in the role for the 2016 swim season.

**E) Allison Helmke – Pool Operations**

- We discussed the main drainage issue in the pump house. Do we want to do a proactive fix of the drain now or wait until we have future issues? DrainWorks is the vendor we want to move forward with but this will entail piping work which may be costly. We will get a revised bid from DrainWorks to determine costs.
- Shower head replacement and timers could be dealt with by DrainWorks when they come out to the piping repair.

**F) Brian Tanger – President**

- No updates

**G) Jennifer Shaw – Membership**

- No updates

**V. Unfinished Business**

- We discussed how we can get the swim lesson registration numbers back up. There was a decrease in registration from 2014 to 2015. We believe this was due to times offered.
- We discussed bids from Breene and Genie Pools regarding the solar panel project. We made a motion to replace the solar panels and leave the pump system and gas heaters as is in the pump house.
- We are looking to revamp the PWIA website to be more efficient and also the possibility of automating payment via paypal or another mechanism.

**V1. Adjournment**

- Brian Tanger adjourned the meeting at 8:20pm.

Respectively Submitted,

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Robyn Girard

