

**THE MINUTES OF THE MONTHLY MEETING OF THE BOARD OF  
DIRECTORS OF THE PARK WILSHIRE IMPROVEMENT ASSOCIATION**

**September 18, 2017**

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the “Association”) was held at 2575 Park Wilshire Drive, San Jose, pursuant to notice duly given to all of the directors.

**1. Call to order and meeting minutes**

Meeting called to order at 7:21pm on September 18, 2017. A motion was made to approve the August meeting minutes. The minutes were approved.

**Board Members Present:** Jacqueline Quinn (Secretary), Al Williams (Treasurer), Alison Helmke (Director of Lifeguard Admin), John Bronson (Director of Communications), Robyn Girard (President) Jennifer Donahue (VP Membership), Brian Tanger (Director of Pool Operations)

**Board Members not in attendance- n/a**

**Others Attending:**

**A) Robyn Girard- President**

- Nothing to report

**B) Al Williams - Finances:**

- The cash position of the Association remains strong. Operations AC balance is \$61,684. Reserve AC balance is \$202,013.

- Gas bill for August only \$32, yeah for solar!

- Garbage company is a nightmare; performance is poor, can't find locations, forget to pick up. Next season we will get all garbage cans, the recycling cans aren't useful.

**C) Brian Tanger– Pool Operations**

- Clean Up Day 10/14 from 9:00-11:00.

- Staff member will be paid to bring out trash, refill water, etc. during the off season.

- New pump put in the end of August.

- New red umbrella and 1 replacement

- Pool will not be open to outside groups renting the pool during off season.
- A request will go out to Dick for a copy of the permit for our most recent solar panel job.

**D) John Bronson – Communications**

- A message to members will go out regarding Clean Up Day, and no one under 18 in the pool now that lifeguards are gone for the season, and pool manager position opportunity.
- Issue with group membership email. Adam is working on getting it back up and running.

**E) Jacqueline Quinn– Secretary**

- Nothing to report

**F) Jennifer Donahue – Membership**

- Next season, separate out membership duties and key cards. New company oversees member cards and are not quick to respond.
- Member requesting to rejoin after 3 years behind, board approved if they back pay and be in good standings before the end of October.

**G) Alison Helmke – Lifeguards**

- Kids unsupervised at pool while no lifeguards on duty.
- Labor Day only one guard. Managers last day was Labor Day. Missing key cards from all guards. All guard key cards have been deactivated.

**H) Jennifer Shaw- Pool Parties**

- Nothing to report

**I) Adam Berns- Webmaster**

- Nothing to report

**Next Meeting Tuesday November 14 at 7:15**

We adjourned the meeting at 8:16pm.

Respectively Submitted,

Jacqueline Quinn, Secretary