

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

April 2, 2019

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

## A. Call to order and meeting minutes

The **Annual** meeting called to order at 7:18pm on April 2, 2019. John **motioned** to approve the March 2019 meeting minutes; the motion was seconded by Al. The minutes were **approved**.

### Board Members Present:

- John Bronson (President)
- Skye Gordineer (Secretary)
- Al Williams (Treasurer)
- Matt Brock (Membership)
- Brian Tanger (Operations)
- Robyn Girard (Director of Lifeguard Admin)
- Adam Burns (Communications)

### Others in attendance:

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### Board Members not in Attendance:

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## B. Closed Session

1. Pool Party Coordinator position and Member Party Coordinator distinctions.
  - a) Mary Quimby was suggested for Pool Party Coordinator.
  - b) Jennifer Shaw was suggested and discussed for Member Party Coordinator.
    - i. Discussion of simplifying signing up for a Member Party.
    - ii. Al Motioned to accept Jen Shaw as Member Party Coordinator, John seconded.
2. Unauthorized transfer of membership.
  - a) Pursue "red flags" for odd addresses and payment checks.
  - b) Robyn motioned to change the policy that members need to bring ID for picking up member packets. Matt seconded.
3. Closed Session Ended at 7:50.

## C. Email Discussion since prior meeting

1. NA

## D. Open Session

1. President – Intro and review by John Bronson
  - a) Bylaws will be moved to a more visible site on the membership page. Language will be added to transferability of membership.
  - b) General Topics:
    - i. Contact from CA Assembly Member Evan Low's office asking for a mailer in support of an anti porch package theft bill. The board decided that we will stay out of politics.
    - ii. Inspector's report 12/17/18. "The pool is cold."

2. Membership – Matt Brock
  - a) Matt provided an aerial map of resident homes and suggested adding text to the membership boundary.
  - b) Matt presented guest pass cards for review.
  - c) There was a non-resident that missed their waitlist slot due to miscommunication. It was decided to put them on the top of the waitlist.
3. Secretary – Skye Gordineer
  - a) no report.
4. Treasurer – Al Williams
  - a) Financial report and historical summary:

<b>Financial Summary</b>	<b>Checking</b>	<b>Savings</b>	<b>Total</b>
This Month: April 2, 2019	12,080	240,400	252,480
Last Month: March 2019	33,702	219,359	253,061
Last Year: April 2018	18,217	219,298	237,515
Increase / (Decrease) versus:			
Last Month	(21,622)	21,041	(581)
Last Year	(6137)	21,102	14,965

5. Robyn Girard – lifeguards
  - a) Discussion of Salary rate for swim instructors and Initial Lifeguards.
  - b) Al motioned to approve new salary rates, Brian seconded.
6. Communications – Adam Burns
  - a) Pool Dates as Known: June 8th schools out for summer party, July 4th parade and party.
7. Operations – Brian Tanger
  - a) Schedule table of important Dates - see table at end of minutes
    - i. Brian Motioned the scheduled for important dates, Robyn seconded.
  - b) Add a light to front area of pump house with switch. Replace 3 pool house fixtures. Add exterior outlet near pump house. Will look for bids for new lighting.
  - c) Post replacement.
  - d) It was suggested to get a Tuff Shed in the grassy area in the back corner to put all pool equipment stuff.
  - e) Add screen to pump house to prevent critters gaining access. John will take care of that.

Tabled: Membership Certificates. Delinquent members.

We adjourned the meeting at 9:06pm. Next meeting May 7th at 7:15.

Respectfully Submitted,  
Skye Gordineer, Secretary

**Schedule (For reference and subject to change. Does not include member parties)**

<b>2018 Date</b>	<b>2019 Date</b>	<b>Description</b>
May 4	May 3	Solar heat on
May 19	May 18	Pool Cleanup, 9am – 11am
May 21	May 20	Gas heat on
NA		Open without guards
May 25	May 24	Pool open (including lifeguards).
Jun 9	Jun 8	School's Out Party
Jun 13	Jun 12	Most schools' last day of school. Start of summer lifeguard hours (see below)
Sep 1	TBD	Gas heat off: 2012: Sep 04 (per 2013_09 minutes) 2013: End of Sep (per 2013_09 minutes) 2016: Labor day (per 2016_08 minutes) 2018: Off Sept 1
Oct 1	TBD	Solar heat off
Circa Labor Day weekend	TBD	Lifeguard hours reduced to only weekends (see Jacqueline's newsletter)
Soon after Labor Day	TBD	Lifeguard hours stopped
Oct 6	TBD	Last open pool day
Oct 7 (10 – 12pm)	TBD	Cleanup day