

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

August 11, 2020

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "Association") was held via Zoom Conference Call, pursuant to notice duly given to all of the directors and members.

A. Call to order and meeting minutes

The **Monthly** meeting called to order at 7:18pm via Zoom on August 11, 2020. All **motioned** to approve the July 2020 meeting minutes; the motion was seconded by Adam. The minutes were **approved**.

Board Members Present:

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

Others in attendance:

- Charlotte Kistner (Pool Manager)

Board Members not in Attendance:

- Brian Tanger (Operations)

B. Email Discussion since prior meeting

1. None.

C. Open Session

1. President – John Bronson
 - a) Record retention policy is tabled for now.
2. Membership – Matt Brock
 - a) Membership totals: approximately 106 swim members with a few new residents pending.
 - b) We should have a policy in place for proration when a new home owner joins the association. A set amount or cut off date should be included.
3. Secretary – Skye Gordineer
 - a) None.
4. Treasurer – Al Williams
 - a) A review of the financial deficit predicted for this year was conducted. The current estimate is approximately \$65,000 (approx. 30% of Reserves) will need to be drawn from the Reserves account in order to pay for pool operations until the end of Fiscal 2021 (March 31, 2021).
 - b) Financial report and historical summary:

Account	Last Year August, 2019	Last Month July, 2020	This Month Aug 11, 2020	This month vs:	
				Last Year	Last Month
Checking	106,357.45	25,150.14	9,167.39	(97,190.06)	(15,982.75)
Savings	240,430.56	216,715.82	216,719.45	(23,711.11)	3.63
PayPal	-	-	-	-	-
Other	-	-	-	-	-
Total	346,788.01	241,865.96	225,886.84	(120,901.17)	(15,979.12)

5. Lifeguards and Pool Manager - Robyn Girard (not present) and Charlotte Kistner
 - a) Request for use of pool by scuba divers. Motion to deny request. Seconded and approved.
 - b) Ramping down pool operations: Most staff members are going to back to school so it is difficult to staff our current hours. Charlotte proposes operating hours be 1:30-7:30 for the weekday. Skye motions that we reduce hours to Sessions 4-8 Monday - Thursday. Friday includes Session 9. Full schedule on the weekends (excluding Session 1). Leave lap swim as is. Matt seconds the motion. Motion is approved.
 - c) A member blast needs to be sent that the last day is September 7th.
6. Communications – Adam Berns
 - a) None.
7. Operations – Brian Tanger
 - a) Repairs needed:
 - i. Repair of conduit in pump house. Most of it is complete, might be additional replacement required. Repair to be scheduled at close of swim season.
 - ii. Finished repairs of the coping stones do not look very good from the pool vantage point. There are gaps and spilling out grout that look unprofessional. Finishing the repair to happen during the off season.
 - iii. Dead electrical GFCI receptacle near BBQ. Repair to happen after swim season.
 - iv. The lane divider needs to be replaced with one from storage. This also has broken floats on it and should be replaced next season.
 - v. The ladder on the left side in the 4 foot deep section is slightly loose. One quote for replacement is about \$1400. The board will get other quotes but replacement is deferred for now.

D. Closed Session

1. None.

We adjourned the meeting at 8:18pm. Next meeting September 14th at 7:15.

Respectfully Submitted,
Skye Gordineer, Secretary