

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

8.11.21

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "Association") was held via zoom for 2575 Park Wilshire Dr., 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 7:23PM via zoom on 8/11

Motion to approve previous months minutes: M/S/C, approved amended notes.

Board Members Present:

- Adam Berns (President)
- John Bronson (Operations)
- Al Williams (Treasurer)
- Skye Gordineer (Director of Lifeguard Admin)
- Sarah Villalobos (Communications)
- Matt Brock (Membership)

Others in attendance:

- Rebecca Crapo (Pool Manager)

Board Members not in Attendance:

- Ofer Mizrach (Secretary)

B. Email Discussion since prior meeting

1. None

C. Open Session

D. Closed Session

1. President – Adam Berns
 - a) Our facility/operations/processes need to be modernized. This can/will be a long process. In particular, finances, membership, and operations need to be updated.
 - b) Back to school party:
2. Operations – John Bronson
 - a) Still waiting for the city to repair damage caused by the tree fall. The facility is secured in the interim.
 - b) Concerned about a leaking shower in mens room.
3. Treasurer – Al Williams
 - a) Financial report and historical summary: 2019 used as a comparison year.

Account	2019	Last Meeting	This Month	This Month vs:	
	7/13/19	6/21/21	7/13/21	2019	Last Mtg
Checking	\$ 138,655.37	\$ 139,618.86	\$ 116,551.53	\$ (22,103.84)	\$ (23,067.33)
Reserve	\$ 216,717.61	\$ 183,492.03	\$ 183,495.07	\$ (33,222.54)	\$ 3.04
Total	\$ 355,372.98	\$ 323,110.89	\$ 300,046.60	\$ (55,326.38)	\$ (23,064.29)
Prop Dues Rec'd	\$ 19,800.00	\$ 21,186.00	\$ 21,384.00		
	200 members	214 members	216 members		
INCOME/EXPENSES SINCE LAST MEETING					
INCOME					
Basic Dues	\$ 198.00				
TOTAL INCOME	\$ 198.00				
EXPENSES					
Admin	\$ (24.00)	Intuit, DoorKing			
Labor	\$ (2,450.00)	pool, pest control, gardener			
Workers' Comp	\$ (1,741.17)				
Payroll	\$ (16,391.86)				
Repairs & Maint.	\$ (328.00)	pool			
Supplies	\$ (2,177.20)	guards, chemicals			
Utilities	\$ (2,397.77)	ATT, garbage, phone, water			
TOTAL EXPENSE	\$ (25,510.00)				
NET	\$ (25,312.00)				

Comparison with 2019 is more useful as 2020 was restricted due to COVID

Comparison with 2019 is becoming less useful because it is confounded by swim lesson information.

4. Membership - Matt Brock
 - a) DoorKing/Gate are having issues. Key card doesn't release the latch. Needs replacement or a "better" fix.
5. Lifeguard Administration - Skye Gordineer/Rebecca Crapo
 - a) Suggestion - have all unaccompanied minors sign in, much like a guest has to sign in.
 - b) Pool hours: Monday 8/16 will start 3-8pm afternoon shifts only. No lifeguards during the week starting 9/7, weekends are tbd.
6. Communications – Sarah Villalobos
 - a) None.
7. Secretary – Ofer Mizrach
 - a) None.

E. Key Decisions and motions:

1. Come up with each position's run book.

Meeting adjourned the meeting at 9:05. Next meeting is 9/14 at 7:15 in person at the pool.

As an addition to the meeting notes, on 8/25 the board decided and approved by motion in email to increase pay for Rebbeca based on a superb job that she performed during the summer as pool manager. Going forward the rate for the work will be \$25/hour along with retaining a free pool membership. The board plans to extend Rebecca the option to hold the position next year.

Respectfully Submitted,
Skye Gordineer, Lifeguard Admin.