

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

04.05.23

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "Association") was held in person at 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 **8:15PM** via in person on **04.05.23**

Board Members Present:

- Robert Stillwell (President)
- Matt Brock (Treasurer), via phone
- Gabe Regalado (Secretary)
- Sarah Villalobos (PWIA Lifeguard Admin)
- Angela Soares (PWIA Communications)
- Skye Gordineer (Pool Operations) Not Present
- Erica Foss (Membership)

Others in attendance: N/A

B. Email Discussion since prior meeting

C. Closed Session

D. Open Session 8:15 PM 04/05/2023

1. President (Robert)

1. Welcome to our new members
2. Membership in process
3. Key focus getting to our first party

2. Lifeguard admin/pool manager

1. Catching up with Skye
2. Booking parties

3. Operations (Skye– not present)

John will continue or follow through with the following items:

- a. Air leak in the new filter pumps (leak is minor).
- b. Bench repair by the bbq. Needs to be painted.
- c. The stack of repairable lounge chairs.
- d. Clean up day organization.
- e. Check all key inventory and then pass on to Skye.
- f. John will remain the main communicator with Genie, for the time being.
- g. Fire department violation - Need to replace existing incorrect exit sign. (Seeking bids from electricians for install. A self-luminous one is \$400 but can be installed by us. If the hardwired one is more than that, we will purchase a self-luminous one and install it instead.)

Opening day tasks:

- h. Clean up day. (John)
- i. Schedule annual servicing (deep clean) of filters. (John)
- j. Establish a date to turn the heat on (BOD). Need definitive date to start the heat in the pool. Notify Genie. (John)
- k. Setup with Genie a date to come train the guards on water chemistry checks.
- l. Restart the janitorial service at the start of season.

General Operation Notes:

- m. The wading pool will be drained 4/7. On 4/10, the wading pool will be repaired as well as the last spot in the main pool.
- n. With the new pumps and filters installed this winter, the oldest equipment is now the in ground pipe infrastructure.
- o. John would like a full FOB position.

4. Membership

1. Overseeing transition of out of resident waiting list to digital portal.
2. +-61members have registered to date.

5. Secretary

1. No in boundary home sales in the last 30 days.

6. Comms

7. Treasurer

1. Started collections for this year.
2. Versus last year, total cash is down \$22K due to capital improvements since last year and collections started later this year than 2022.
3. Online process discussion
4. Friends of the board positions - Robert to motion John's maintenance with operations full swim membership, 2nd Sara, all approved.
 - a. Matt to motion ½ swim membership for Al Williams for 2023, Robert 2nd, all approved.
 - b. Sara to motion 4th of July friend of the board with half ½ off dues, Angela 2nd, all approved.
 - c. Sara motion events coordination would have ½ off dues as events coordinator, Robert 2nd, all approved.
 - d. Zelle payments coming in

8. Secretary

1. No report

Meeting adjourned the meeting at **9:44pm**. Next board meeting is on 05/17 at 7:15pm at 2575 Park Wilshire.

Respectfully Submitted,

Gabe Regalado, Secretary