

**THE MINUTES OF MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARK WILSHIRE IMPROVEMENT ASSOCIATION  
May 17, 2011**

A meeting of the Board of Directors of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "association") was held on the above date at 2764 Quinto Way, pursuant to notice duly given to all of the directors and members.

- I. **Call to Order** - Al Williams called the meeting to order at 7:15 pm.
- II. **Roll Call** - The following members were present: Al Williams, President; Hope Cahan, Lifeguards; Jennifer Shaw, Membership; Dave Golden, Communications; Erin McKay, Treasurer; Alison Helmke, Operations; Paula Taylor, Acting Secretary.
- III. **Approval of Minutes from Last Meeting** - The minutes from the meeting held on Tuesday, May 17, 2011 were read and approved with a correction on how members hips are handled in the case of separations and/or divorces:

In the event a member couple separates or divorces, both individuals retain their membership status until such time as the spouse occupying the house qualifying the family for PWIA membership remarries or otherwise adds a new partner. At that point, the former spouse would lose membership privileges and would only be allowed entry to the pool using guest passes.

It was also noted that private swim lessons could take place between and 10 on Sunday mornings.

IV. **Board Reports:**

**A. Membership -**

- There are currently 231 members, including 2 new member families. The cap is 235. We are waiting to hear from 7 families that have not yet renewed their memberships.
- The 808 number was cancelled. We need to establish a new message center.

## **B. Operations -**

- Clean up day went well. The volunteer heading up cleaning of the lounge chairs did an exceptional job and will be thanked with extra guest passes or a Starbuck's card. Other volunteers will receive gift cards.
- Lifeguard Joe Cubani, put in extraordinary effort and will be given a Starbuck's card.
- Chairs need to be moved into position before opening. They are still grouped in the areas where they were cleaned.
- The bathrooms need to be cleaned prior to opening. We will use the same schedule as last year.
- Al will try to fix the broken toy box lid.
- He will also buy a fourth umbrella.
- Alison is working with the electrician to correct a few problems.
- Alison got bids on replacing the fence barriers in front of the bathrooms.
  - Option 1 - \$2,450 to replace the fences, fix the trim near the men's room that has dry rot, and add a ramp in front of the women's room to allow wheelchair access.
  - Option 2 - \$975 to replace four support posts and reuse existing fencing. The cost seems high, so we are seeking a bid itemizing time and materials.

## **C. Lifeguards -**

- The first aid packs are ready to give to the guards.
- The guards will need key cards.
- Guards start on the 28<sup>th</sup> and will begin working full time on June 9<sup>th</sup>.
- Alison was contacted by a non-member trying to get into a specific swim lesson slot. She was referred to Hope, who will explain that members have priority.
- The lifeguards will be provided with T-shirts.
- We will be supplying each swim instructor with a rash guard suit this summer as a one year trial. The cost will be \$25 for each of the seven instructors.
- There is no outlet for the time clock. An electrician will be called to install one in the guard room.
- We are low on guards and an announcement will be sent to the membership soliciting recruits.

- Al will contact the Fire Department regarding an AED program.

**D. Events -**

- Jennifer will coordinate with Susan regarding the date of the School's Out party.
- Dave suggested that we not allow parties on holidays or member-wide pool party days. The item was tabled.
- It was reiterated that groups of less than 10 do not need to make reservations in advance.

**E. Finance -**

- Erin presented the financial reports through April 30th.
- The cost of pool maintenance is up slightly this year.
- Erin will set up the petty cash box for the lifeguards.
- The State Farm insurance policy is \$4879 this year. She will get quotes from other agencies.

**V. Adjourn -** The meeting was adjourned at 8:33 pm. The next scheduled meeting on June 22, 2011 will be held at the pool at 7pm.

Respectively Submitted,

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Jaunell Waldo, Secretary