

# THE MINUTES OF MEETING □ OF THE BOARD OF DIRECTORS OF THE PARK WILSHIRE IMPROVEMENT ASSOCIATION March 19, 2013

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 1785 Balsa Ave., pursuant to notice duly given to all of the directors and members.

## **I. Call to order**

Jennifer Shaw called to order the regular meeting of the PWIA at 7:03 pm on March 19, 2013.

## **II. Roll call**

The following members were present: Jennifer Shaw, President; Al Williams, Treasurer; Hope Cahan, Lifeguards; Jennifer Donahue, Secretary; Alison Helmke, Operations, Brian Tanger, Communications; Husam Aburabi, Membership

## **III. Approval of minutes from last meeting**

February minutes will be approved at the next PWIA meeting.

## **IV. Board Reports**

### **A) Operations**

- Cement work in deep end is almost complete. Board voted and approved replacement of pool light in deep end to be converted to an LED light.
- Alison will inquire about a warranty to cover the newly installed light prior to installation, however light will be installed regardless of warranty.
- New gate and fence near bathroom and child pool has been completed successfully.
- Alison continues to search for ways to keep ducks away. Suggestion of finding an egg sniffing dog.
- Alison will be getting bids for fixing the pump house and Bathroom, including painting and dry rot repair.
- Board approved the purchase of 5 new sun umbrellas from Costco.
- Alison received an inquiry from Genie regarding when to turn heat on. This will be sometime in May and will be confirmed at next months meeting.

## **B) Lifeguards and Swim Lessons**

- Swim lesson prices will remain the same as last year: \$100 per group lesson and \$25 for a private lesson
- Swim lesson sign ups are scheduled for 4/20/13, 9am-12noon. Help is needed for this event from Board members.
- Lifeguard interviews will begin 4/20 and 4/22. Lauren will be returning to aide in facilitating swim program. Hiring of 4 regular lifeguards needed and 3 substitutes, as well as 3 swim instructors.
- Lauren to work on arranging a class for lifeguards wanting to be certified as swim instructors.
- Hope needs to replenish pool key card supply and will look into current cost to be updated on website by the time membership renewals occur.
- Joe Kubani to return as assistant manager and the contact for scheduling pool parties.

## **C) Treasurer**

- Swim club vs. HOA: PWIA has no function outside of pool, therefore we are not an HOA. Board to reinforce this among pool members.
- Financial recap was provided. Accounts in good shape with \$151,000 in savings.

## **D) Membership**

- No report at this time.
- Membership packets to be mailed 4/1.

## **E) Communications/Events**

- Tracking new resident members: Brian will set up a real estate search that will automatically email housing information to membership and president at close of escrow. A welcome letter will be compiled to send out to new home owners.
- Tyson Tano interested in splitting “friend of the board” role as the event coordinator with Susan Ahmann. Brian will contact him to confirm interest. Each “friend of the board” will receive ½ waived swim dues.

- First newsletter to go out 4/1

- Follow up with Tom needed to add Brian and Jennifer to Google group for blast emails.

**F) Secretary**

- No report

**G) President**

- Facilitated new business below

**V. New business**

- a) Jennifer Shaw proposed to increase the threshold for pool parties up to 50 guests. Board members voted and approved this.
- b) Hope proposed that pool parties be allowed once pool is accessible but prior to hard opening (usually Memorial Day weekend), and post season after Labor Day weekend. Board members voted and approved this as long as lifeguards are secured at an appropriate number per guests and fee as stated in contract.

**VI. Adjournment**

Jennifer Shaw adjourned the meeting at 8:30 pm, as renewal packets were passed out to board members for assembly.

Respectively Submitted,

---

Jennifer Donahue