

**THE MINUTES OF MEETING □ OF THE BOARD OF
DIRECTORS OF THE PARK WILSHIRE IMPROVEMENT
ASSOCIATION September 17, 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 2575 Park Wilshire Drive, 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 7:05 pm on September 17, 2013.

II. Roll call

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

IV. New Business

- Review of pool incident from September 6, 2013
- Motion for disciplinary action to be taken -APPROVED

V. Approval of minutes from last meeting

July and August/September minutes were approved.

VI. Board Reports

A) Operations

- i) Winter Closing/Pack-Up Date
 - Heat will be turned off September 30, 2013
 - Pool will close October 20, 2013
 - Cleanup day: October 27, 2013 at 8am- will announce in bulletin and those in attendance will receive 10 guest passes for the 2014 season
- ii) Pool Draining & Refresh

- Alison motioned for pool to be drained per Genie recommendations(½ drain and refill) after October 20th close, due to the salty water: APPROVED

B) Treasurer

- Report reviewed: no concerns, we are in good standings

C) Secretary

AED update: All are aware of AED installation. A sign will be purchased for next season, so all members are aware of its location. Jen D. is checking the AED monthly to verify battery life

D) Lifeguards

- no report

E) Membership

- Currently 150 families are on the wait list with an ~4 year wait; 35-40 families are added every year

F) Communications

- Will clarify in newsletter that adults only can lap swim in off season and get key cards activated
- Pool closure date and cleanup day will be announced

VII. Adjournment

Jennifer Shaw adjourned the meeting at 8:40 pm.

Respectively Submitted,

Jennifer Donahue