

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

November 18th, 2014

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 November 18th, 2014 at 2575 Park Wilshire Drive, San Jose CA at 7:15pm.

I. Call to Order:

Brian Tanger, president, called the meeting to order at 7:22pm on November 18th, 2014.

Roll call: The following members were present

President: Brian Tanger

Treasurer: Al Williams

Operations: Alison Helmke

Lifeguards: Hope Cahan

Communications: Jennifer Donahue

Secretary: Robyn Girard

Membership: Jennifer Shaw

I. Approval of the Minutes:

Minutes from the October meeting were approved

II. Board Member Updates

A) President: Brian Tanger

- Brian got a revised bid for the pool house remodel which the board approved. The bid includes painting, drywall holes, new shelving and new doors. We are waiting on final bids for the painting and glass part of the remodel. Brian will be working with the contractor to get the remodel process underway.

B) Pool Operations: Alison Helmke

- We received a pool inspection from the city. We passed the inspection with no violations. We need to replace the cylinder flow meter and we also need to update the capacity number on the sign.
- The pool temperature will remain colder in the off season compared to the swim season due to the high cost to keep the pool heated.

C) Treasurer: Al Williams

- We are in solid financial standings for this time compared to last year.
- We are reducing the number of garbage cans for the off season to help save cost. Republic Services is the garbage contractor that we are currently leveraging.

C) Secretary: Robyn Girard - No update

D) Membership: Jennifer Shaw - No update

E) Lifeguard Report : Hope Cahan

- The board will be looking for a pool manager for the 2015 swim season. A description of the position will be written and posted the board can begin the interview process accordingly come the Feb. / March time.

F) Communications: Jennifer Donahue - No update

III. New Business

- The card reader has been installed at the front gate by Los Gatos Iron Works. We will need to key in the new card codes into the reader program.
- Al will buy a new PC for entering the reader codes. We will need to charge the pool members a small fee for the new cards which were purchased and can be distributed accordingly.

IV. Meeting Adjournment: 8:11 pm

Respectively Submitted,

Robyn Girard

Secretary