

**THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
PARK WILSHIRE IMPROVEMENT ASSOCIATION JANUARY 19th, 2016**

The annual 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, pursuant to notice duly given to all of the directors and members.

**I. Call to order**

Brian Tanger called the meeting to order at 7:17 pm on January 19, 2016.

**II. Roll call**

The following members were present: Brian Tanger; President, Al Williams, Treasurer; Alison Helmke, Operations,; Robyn Girard, Secretary, Hope Cahan; Lifeguard Manager;

**Board Reports**

**A) Brian Tanger – President Report**

- Brian introduced the board and reviewed key projects around the pool and the neighborhood, such as the solar panel project and the upgrade around the kids play lot. He also discussed the

**B) Alison Helmke – Pool Operations and Lifeguard Update**

- Alison introduced the new pool manager, Kristen. She brought up how to sign up for swim lessons and also reviewed her upcoming role and responsibilities.

**C) Al Williams - Finances:**

- Al gave a finance update report and gave the attendees a PNL statement. Al reviewed the cost of several of the projects including the solar, piping upgrade, and funding that is currently in the reserve.

**B) Secretary, - Robyn Girard**

- No updates

**C) Hope Cahan – Lifeguard Manager**

- The board has a candidate in mind for the pool manager role. We will begin the formal interview process to ensure we are ready for the upcoming swim season.

#### **D) Allison Helmke – Pool Operations**

- We discussed the main drainage issue in the pump house. Allison received a new bid from Drain Works to handle the drainage problem from the pump house to the street. This proposal was reviewed and approved by the board to move forward with Drain Works.
- Allison was also given a bid to install shower timers and or pull chain in the bathrooms. The board is putting this bid on hold for now to get clarifying information around the bid.

#### **E) Brian Tanger – President**

- No updates

### **III. Additional Unfinished / New Business**

- We discussed bids from Breene and Genie Pools regarding the solar panel project. We made a motion to replace the solar panels and leave the pump system and gas heaters as is in the pump house.
- We are looking to revamp the PWIA website to be more efficient and also the possibility of automating payment via paypal or another mechanism.
- The board reviewed the solar panel replacement project and a motion was made and contingent upon confirming a few concerns around warranty and confirmation of parts and labor. Brian will validate our remaining questions with the owner of Genie Pools and make a determination if we can move forward. The work needs to be completed by May, prior to pool season.
- The annual pool meeting will be held on Wednesday, March 8<sup>th</sup> at 6pm.

#### **V1. Adjournment**

- Brian Tanger adjourned the meeting at 8:30pm.

Respectively Submitted,

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Robyn Girard