

**THE MINUTES OF THE MONTHLY MEETING OF THE BOARD OF
DIRECTORS OF THE PARK WILSHIRE IMPROVEMENT ASSOCIATION**

September 20th, 2016

The monthly pool neighborhood meeting 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.

1. Call to order and meeting minutes

Brian Tanger, the president, called the meeting to order at 7:21pm on September 20, 2016. Hope made a motion to approve the annual meeting minutes from the August meeting and Jennifer made the second. The August minutes were approved.

The following board members were present: Brian Tanger: President; Al Williams: Treasurer; Alison Helmke: Operations; Robyn Girard: Secretary; Andrew Carrillo: Pool Manager; Hope Cahan: Lifeguard Manager; Jennifer Donahue; Membership

A) Al Williams - Finances:

- The checking account is in solid standings for September and the reserve has a \$187k currently. Our total income for the pool season of 2016 is \$165k, with the transfer from the reserve it is a total of \$188k for the season.
- We need to increase the income for swim lessons and readjust how we schedule the lifeguards to save cost in 2017. This was discussed at length.

B) Jennifer Donahue – Membership

- There are currently 184 non-resident families on the waitlist at this time for the pool. This year we had a total of 251 swim members.
- Jennifer gave feedback that she likes the new link for families to fill out their membership application. Much easier and more efficient.
- Allison made a motion to increase the membership to a total of 261 families, and Hope made the second. The board passed this motion.

C) Hope Cahan – Lifeguard coordinator

- We are looking at revamping how we advertise for swim lessons and how best to increase revenue for the lessons. Numerous suggestions were discussed and we will start advertising much earlier for the 2017 swim season.
- We approved the new sign for the swim lessons that Andrew created.

D) Alison Helmke – Pool Operations

- We will be meeting with the fire inspector in the next few weeks.
- Allison got a form to fill out for hazardous materials which she will be updating once she receives feedback from the board.

E) Robyn Girard – Secretary (no updates)

F) Brian Tanger – President (no updates)

2. New Business

- A lifeguard was hired for the off season to address the garbage and pool filling. Need to ensure this is being taken care of accordingly.
- The pool will be closing on October 22nd and clean-up day will be on October 23rd. Clean-up day will be at 9am on Sunday, October 23rd.
- Next month we will review the steps around having a pool party and possibly change a few rules.
- Adam will be coming to the meeting next month so we can revamp the website.

We adjourned the meeting at 8:09pm.

Respectively Submitted,

Robyn Girard

Secretary

2016 PWIA EVENT SCHEDULE

Tentative - Dates Subject to Change

DATE & TIME	EVENT	
June 11th (Saturday 12pm to 3pm)	Schools Out Party	
June 24th (Friday) 8-10pm (Sunset 8:30pm)	Movie Night / Wine & Cheese Night	
July 4th (Monday 12-3pm)	Fourth of July BBQ	
July 22nd (Friday) 8-10pm (Sunset 8:20)	Movie Night / Beer & Bites Night	
August 5th (Friday) 7:30-10pm (Sunset 8:10)	Movie Night / Spirits & Snacks Night <i>Star Wars: The Force Awakens (Runtime 2:16)</i>	
August 20th (Saturday 12-3pm)	Back to School Party	