

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

February 15th, 2017

The monthly pool neighborhood meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the “association”) was held at 2575 Park Wilshire Drive, San Jose.

1. Call to order and meeting minutes

Brian called the meeting to order at 8:15pm on February 15, 2017.

The following board members were present: Brian Tanger: President; Al Williams: Treasurer; Alison Helmke: Operations; Robyn Girard: Lifeguards; Secretary; Jennifer Donahue; Membership Director; John Bronson: Communications; Hope Cahan: Lifeguards.

A) Hope Cahan - Lifeguard

- Swim lesson signs will be held in person on March 25th, from 9am to 11am and open to the public online.
- Brian will be working with Adam Berns regarding revamping our webpage along with adding registration forms as well. We will have a follow up meeting to review the new site.
- Andrew will be assisting the pool getting swim lesson scheduling started for the 2017 season and helping to transition to role to the new pool manager.

B) Al Williams - Finances:

- The checking account is in solid standings for January \$24,243k and the savings has \$187,645k.
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- Al made a proposal to follow our existing pay structure for lifeguards until July 1st 2017. At this time, lifeguards whose pay rate is less than \$12.50, will be increased to \$12.50. Everyone whose pay rate is over \$12.50 per hour will

stay at that rate, and there will be no interim raises except what is driven by minimum wage law. Robyn Girard made a second for this motion and the motion passed by the board.

C) Alison Helmke – Pool Operations /Lifeguard Update

- Alison is working with the gardener regarding the sprinkler repairs.
- We want to propose changes to how the lifeguards take their breaks and ensure the front gate is being monitored much closer than in the past swim seasons.
- The pool manager when on duty will be monitoring the front gate area to ensure everyone who enters is a member or approved guest.
- The sensor in the pool is broken and we are having it approved as it is on currently 24x7 right now.
- Alison will have the gardener look at replacing one or two of the sprinklers as there are some dead shrubs due to the sprinklers not functioning properly.
- Brian Tanger made a motion that we move forward with the DE filter and John made a second. The motion passed and the board will move forward with having a new DE filter installed.

D) John Bronson – Communications

- John sent out his communication newsletter and will be sending a second one for the board to review by early next week.

E) Robyn Girard – Secretary (no updates)

F) Jennifer Donahue – Membership

- Our current waitlist of 201 families is non-resident.

We adjourned the meeting at 9:00pm.

Respectively Submitted,

Robyn Girard

Secretary

