

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

October 14, 2017

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the “Association”) was held at 2575 Park Wilshire Drive. San Jose, pursuant to notice duly given to all of the directors.

1. Call to order and meeting minutes

Meeting called to order at 7:21pm on October 14, 2017. A motion was made to approve the September meeting minutes. The minutes were approved.

Board Members Present: Jacqueline Quinn (Secretary), Al Williams (Treasurer), Alison Helmke (Director of Lifeguard Admin), John Bronson (Director of Communications), Robyn Girard (President) Jennifer Donahue (VP Membership), Brian Tanger (Director of Pool Operations)

Board Members not in attendance- n/a

Others Attending:

A) Robyn Girard- President

- Nothing to report

B) Al Williams - Finances:

- The cash position of the Association remains strong. Operations AC balance is \$41,057. Reserve AC balance is \$202,023. Last year AC balance was \$38,832.

- Member due refund for \$75 for private lessons not completed, check cut and paid.

C) Brian Tanger– Pool Operations

- Great attendance at Clean Up Day!

- Pool leak suspected because of a much higher water bill, genie is currently doing a bucket test, (will hear results Wednesday.)

- New pump put in, standing water, Dick is saying to add a sump pump. Where will sump pump flow to. Pool Operations will raise questions with Dick. \$450 to replace.

D) John Bronson – Communications

- Nothing to report.

E) Jacqueline Quinn– Secretary

- Nothing to report

F) Jennifer Donahue – Membership

- Nothing to report

G) Alison Helmke – Lifeguards

- Lifeguards for 2018 season; need job descriptions, job postings, hiring plan, etc. Will follow up with Jennifer and Hope to see if something was created two seasons ago.

- Communication by board members to find new pool manager for 2018.

H) Jennifer Shaw- Pool Parties

- Nothing to report

I) Adam Berns- Webmaster

- Nothing to report

Next Meeting Wednesday December 13 at 7:15

We adjourned the meeting at 7:48pm.

Respectively Submitted,

Jacqueline Quinn, Secretary