

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

December 13, 2017

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the “Association”) was held at 1785 Balsa Avenue. San Jose, pursuant to notice duly given to all of the directors.

1. Call to order and meeting minutes

Meeting called to order at 7:22pm on December 13, 2017. A motion was made to approve the October 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), Jennifer Donahue (VP Membership)

Board Members not in attendance- Robyn Girard (President), Brian Tanger (Pool Operations)

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 \$32,201. Reserve AC balance is \$202,028. Last year AC balance was \$28,124.

C) Brian Tanger– Pool Operations

- Bucket test showed 1/16-inch loss of water which is standard with evaporation. Staff who fills the pool said it is much better and not as much need to refill. (Fills twice per week for a shorter amount of time.)

- New pump put in, standing water still there, maybe concrete can be added?

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

- Need to update job descriptions and announcements for lifeguards, will work together on a google document throughout the next month or two.

- Pool Manager position filled by Mary Nobriga, longtime pool member and parent of previous lifeguard. References were stellar and interview went great.

- Swim lesson discussion, do we continue? If we continue; prices need to be raised, we would like staff to be WSI certified. Former swim instructors will be contacted and see if they were coming back for 2018.

H) Jennifer Shaw- Pool Parties

- Nothing to report

I) Adam Berns- Webmaster

- Nothing to report

Next Meeting Tuesday January 23rd at 7:15

We adjourned the meeting at 8:19pm.

Respectively Submitted,

Jacqueline Quinn, Secretary