

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

June 4, 2019

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

A. Call to order and meeting minutes

The **Monthly** meeting called to order at 7:19pm on June 4, 2019. Matt **motioned** to approve the May, 2019 meeting minutes; the motion was seconded by Al. The minutes were **approved**.

Board Members Present:

- Skye Gordineer (Secretary)
- Al Williams (Treasurer)
- Matt Brock (Membership)
- Brian Tanger (Operations) - Arrived at 7:30
- Robyn Girard (Director of Lifeguard Admin)

Others in attendance:

- none

Board Members not in Attendance:

- John Bronson (President)
- Adam Berns (Communications)
- Jennifer Shaw

B. Email Discussion since prior meeting

1. Fire Inspection - Al reported via email on the results.
2. Closing hours discussed - Particularly 8:00pm vs 9:00pm and when lifeguards can leave.
3. Floors in the bathrooms are gross. Men's shower holds water and doesn't drain towards the floor drain.

C. Open Session

1. Membership – Matt Brock

- a) Matt went through 60 people off the waitlist. Beginning of waitlist is now 2016.
- b) Matt was able view the door key card access.
- c) Membership Snapshot as of 6/4/19:

Resident Swim Members	99	(2018: 104)
Swim Non-Resident (SN) Members	169	(2018: 159)
Total	268	(2018: 263)

2. Secretary – Skye Gordineer

- a) None.

3. Treasurer – Al Williams

- a) Letter from previous treasurer... Al requested an email from Susie be typed up and made available so that all members know the tax requirements for our club.
- b) Locks have been rekeyed.
- c) 6 pages of paypal incoming payments. \$100 payment is from 4th of July week swim lessons (only 4 days of lessons that week).
- d) Something to consider from Robyn: Investing some of the money that's in the checking account.
- e) After June 10th guards meeting, the guards will be paid within a couple of days.

f) Financial report and historical summary:

Financial Summary	Checking	Savings	Total	Paypal
This Month: June 4, 2019	156,178	240,412	396,590	9,520
Last Month: May 2019	138,850	240,400	379,250	
Last Year: June 2018	147,009	219,304	366,313	
Increase / (Decrease) versus:				
Last Month	17,328	12	17,340	
Last Year	9,169	21,108	30,277	

4. Robyn Girard – lifeguards

- a) Training meeting is set for June 10th, 7:00pm. If board members could attend that would be great.
- b) Mary and Robyn will decide who the head lifeguard is.
- c) A sign above the bbq area stating when the end of the party is might be helpful.

5. Communications – Adam Berns

- a) Currently we have 157 people signed up for the school’s out party, that will leave 40 tickets available at the door. Shopping is done.
- b) Umbrellas have been rearranged. Moved from tree side to ivy side.
- c) 407 swim lessons have been booked. That may not be what the account shows do to unconfirmed lessons. Mary is working on it.
- d) Will electrical be done by first movie night? -Yes (Brian)

6. Operations – Brian Tanger

- a) Lock boxes now have new matching combinations.
- b) A tuff shed could be placed in the back right grassy area. Research needs to be done on pricing, looks, and size.
- c) Trash cans have been labeled.

D. Old Business/New Business

1. Tabled from the May meeting: Membership Certificates.
2. Not discussed at the June meeting: Records retention status - John and Al still need to review a draft Matt put together.

E. Closed Session

1. None.

We adjourned the meeting at 8:26pm. Next meeting July 9 at 7:15.

Respectfully Submitted,
Skye Gordineer, Secretary