

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

August 22, 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 7:16pm on August 22, 2019. Al **motioned** to approve the July, 2019 meeting minutes; the motion was seconded by Robyn. The minutes were **approved**.

### Board Members Present:

- John Bronson (President)
- Skye Gordineer (Secretary)
- Al Williams (Treasurer)
- Matt Brock (Membership)
- Robyn Girard (Director of Lifeguard Admin)
- Adam Berns (Communications)
- Brian Tanger (Operations)

### Others in attendance:

- None

### Board Members not in Attendance:

- None

## B. Email Discussion since prior meeting

1. None to be reported.

## C. Community Discussion

1. None.

## D. Open Session

1. President - John Bronson
  - a) Pool to be staffed with lifeguards through Labor Day. Turning off the gas will be determined on a week by week basis in September. Robyn will take lead on that email. Staffing of lifeguards after Labor Day will be determined by guard availability.
2. Membership – Matt Brock
  - a) Email draft to the fraudulent members will be sent. It was voted that they will not be added to the waitlist.
3. Secretary – Skye Gordineer
  - a) None.

4. Treasurer – Al Williams

a) Financial report and historical summary:

| <b>Financial Summary</b>      | <b>Checking</b> | <b>Savings</b> | <b>Total</b> | <b>Paypal</b> |
|-------------------------------|-----------------|----------------|--------------|---------------|
| This Month: August 22, 2019   | 100,700         | 240,430        | 341,030      | 1,238         |
| Last Month: July 2019         | 138,630         | 240,424        | 379,054      | 9,520         |
| Last Year: August, 2018       | 117,673         | 219,320        | 336,993      |               |
|                               |                 |                |              |               |
| Increase / (Decrease) versus: |                 |                |              |               |
| Last Month                    | (37,930)        | 6              | (38,024)     | (8282)        |
| Last Year                     | (16,973)        | 21,110         | 4,037        |               |

5. Lifeguards - Robyn Girard

- a) Guards are starting to return to school but schedule is still filled.

6. Communications – Adam Berns

- a) None.

7. Operations – Brian Tanger as reported by John Bronson

- a) Pool chlorine metering situation update: Spoke with Alex from Genie. Sensors have been replaced by chlorine and Ph issue is still occurring. Now the theory is for chemical controller. They will be replaced with a credit from Genie for the sensors that didn't need to be replaced.
- b) Repair of conduit in pump house.
- c) Repair of loose bricks and peeling fiberglass. Both should be addressed off season.
- d) Key system: We now have three key boxes. Gardeners key card will be operational 7 days a week from 5am to 9pm. Janitors keep their key on their key chain. Guards have a lock box as well.
- e) Solar array post replacement. Will get estimate for replacement.
- f) Door welding scheduled for after Labor Day.
- g) Bathroom upgrades:
- i. Ask for bid or two for fixing the men's bathroom shower floor to drain properly.
  - ii. Robyn and Skye to buy porous mats for in front of the toilets so people don't have to stand in a puddle.
  - iii. It was suggested to tile the walls for easier cleanup.
  - iv. Suggestion: Larger windows in the women's bathroom would increase air flow.
  - v. Drainage is an issue in both bathrooms.
- h) Solar arrays: I have had several positive comments on pool temp. Increase in electric bills is probably due to increased pump motor usage.
- i) Misc: new umbrella stands in place.
- j) Debris returning to the pump house, filter will be replaced by Genie.
- k) Fiberglass deteriorating on baby pool. Needs attention off season.
- l) Tuff Shed has been measured for.
- m) Need to pick up all swim lesson signs (x3).
- n) Brian makes a motion that purchases of urgent items under \$500 don't need board approval. Robyn seconds. Motion passes.

8. Member Party Coordinator - Jennifer Shaw as reported by email
  - a) 17 parties successfully held
  - b) 4 more scheduled through the end of the season, for a current total of 21
  - c) 9 have used PayPal
  - d) 5 have been in the 31-50 guest range
  - e) It was decided by Robyn, Mary, and Jennifer Shaw to partially refund party fee (\$75) to the party host who couldn't use the pool due to chlorine issues during their party on August 18th.

**E. Old Business/New Business**

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

**F. Closed Session - 7:16 - 7:36**

1. Issued resolved by progressive discipline by lifeguards.
2. Revisit roles in the winter.

We adjourned the meeting at 8:50pm. Next meeting September 17 at 7:15.

Respectfully Submitted,  
Skye Gordineer, Secretary