

**THE MINUTES OF THE MONTHLY MEETING OF THE BOARD OF DIRECTORS OF
THE
PARK WILSHIRE IMPROVEMENT ASSOCIATION
02.08.22**

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "Association") was held via zoom for 2575 Park Wilshire Dr., 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 7:33 PM via Google Meet.

Motion to approve previous months minutes: M/S/C, approved amended notes. **Approved**

Board Members Present:

- Adam Berns (President)
- John Bronson (Operations)
- Al Williams (Treasurer)
- Matt Brock (membership)
- Skye Gordineer (Director of Lifeguard Admin)
- Sarah Villalobos (Communications)
- Rebecca Crapo (Pool Manager)

Board Members Not Present:

- Ofer

B. Email Discussion since prior meeting

1. Roof Proposal

- a. A proposal was voted to not exceed an amount of to fix the roofing and gutters of the cabana building
- b. Summary: Replace the Roof of the Cabana
- c. Cost for Cabana: Not to Exceed \$13,053
- d. Cost for disassembling and re-installing of Solar Panels: Not to Exceed \$5000
- e. Total Not to Exceed \$18,053
- f. Time Frame: Before Swim Season starts
- g. It is expected to be completed Tuesday Feb. 15, 2022

2. Break-In

- a. On Wednesday afternoon Sunday 11:30 AM week of 2/6 there was a break in into the pool. The bathrooms were covered up. The only two things reporting missing value was the IED and the empty cashbox.
- b. Broken shower head
- c. Broken shower curtain
- d. Earthquake bracket for the water heater was broken
- e. Possible lifeguard jackets were stolen
- f. A police report was filed: 22-037-0386 Officer Jose Murillo

3. Al, Matt and John cleaned up the random cables that lead from the cabana to the alarm system.

C. Closed Session

D. Open Session

1. Treasurer – Al Williams

a) Latest financial status:

	2020-21	Last Meeting	This Month	This Month vs:	Last Mtg
Account	2/8/2021	1/10/2022	2/8/2022	2020	
Checking	\$19,868.45	\$45,030.30	\$42,498.30	\$22,629.85	(\$2,532.00)
Reserve	\$240,460.79	\$183,504.27	\$183,505.83	(\$56,954.96)	\$1.56
Total	\$260,329.24	\$228,534.57	\$226,004.13	(\$34,325.11)	(\$2,530.44)

2. President – Adam Berns

- 1) DoorKing - Analog and digital gateway capabilities
 - a) XFINITY is only option for digital capabilities
 - i) \$50-\$60 a month
 - b) Moving forward with XFINITY to work alongside with DoorKing
 - c) Need a credit card on file
 - d) Additional/optional costs - get our own router versus leasing from XFINITY
 - e) If DoorKing doesn't work, we will have to explore other options

3. Operations – John Bronson

- a) Tree branches going over the fence got cut; most likely the way the perpetrators got over the fence
- b) We need to do a serious cleanup of the trees / shrubs and take down dead growth
 - i. Got a few bids
- c) We need to file the 990s; everything is ready to go

4. Membership - Matt Brock

- a) No new news on membership
 - i. Flyers have been passed out
- b) Met with Al to start transition to Treasurer
- c) Talking points:

- i. Long term bathroom locks
 - a. Discussed possible app-enabled locks to replace key
 - b. Combination locks
 - c. Newer technology that can work on front gate and doors could help alleviate some break in problems / possibilities
 - ii. Locking sliding glass doors from outside
 - iii. Possibly contact Darren at Modern Locks and Securities
 - 5. Lifeguard Administration / Pool Manager - Skye Gordineer/Rebecca Crapo
 - a) Possible estimate for accessibility lift
 - i. Will try to get an estimate by next month
 - b) Lifeguard Admin Role to take on the organization of pool parties
 - c) Possible adding another handrail / pole to the steps to make more ADA accessible
 - d) Idea of asking members to leave their membership cards at the front desk while they are at the pool
 - i. Gives a better headcount
 - ii. Helps lifeguards get a better visual of the minors without parents to keep eyes out for
 - iii. Would require a permanent guard at the front desk and require guards to check the cards
 - 6. Communications – Sarah Villalobos
 - a) Will send email / FB post about Proxy Votes re: check your front porch for important info
 - b) Will send out email / FB post about anyone interested in the board the week of February 20, 2022
- E. Week of February 27, 2022
- 1. Dues and Proxy Info passed out to association residences by BOD
 - 2. Dues due May 1, 2022
- F. Conference Call / Zoom - Info meeting
- 1. Tuesday March 1, 2022 at 7:30 p.m.
 - 2. For people interested in running for the board, explanation of proxy votes / process, etc
- G. Annual Zoom Meeting
- 1. Tuesday March 22 at 7:30 p.m.
 - 2. We need the annual dues out prior to that meeting
 - 3. Proxy Votes
 - a) Paper votes versus online form

Meeting adjourned the meeting at 9:06 p.m. Next meeting is 03/8 at 7:15 in person on zoom - just agenda for members meeting on the 22nd.

Respectfully Submitted,
Sarah Villalobos, Communications