

# THE MINUTES OF THE ANNUAL MEMBER MEETING OF THE PARK WILSHIRE IMPROVEMENT ASSOCIATION

March 28, 2023

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.

## Call to order and meeting minutes

The annual meeting was called to order at 7:25pm on March 28, 2023. Matt motioned to approve the February 2023 meeting minutes; the motion was seconded by Adam. The minutes were approved.

## Board Members Present:

- Adam Berns (President)
  - Robert Stillwell (Secretary)
  - Matt Brock (Treasurer)
  - Sarah Villalobos (Communications)
  - John Bronson (Pool Operations)
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- Board members not in attendance: Skye Gordineer (Lifeguard Admin), Erika Foss (Membership)
  - Others in attendance: Approximately 15 members were in attendance.
  - Robert Stillwell tallied online votes and proxies.
    - Robert confirmed we have a quorum via attendees and proxies for the meeting and voting.
    - Matt Brock recorded minutes on Robert's behalf.

## Open Session:

1. Board member updates:
  - a. President – Adam Berns
    - i. Online payment and automation were discussed
    - ii. The swim season was a good year with no major issues
  - b. Treasurer – Matt Brock
    - i. Approximately \$200K in the Reserve account; meant for capital improvements.
      1. Seems adequate given our list of possible maintenance.
    - ii. Question from members: would PWIA be affected by AB5? The consensus was that AB5 does not appear to affect PWIA since PWIA only uses W2, or hourly employees, for lifeguards. Other companies are contracted for things like pool maintenance and independent contractors are used for gardening.
  - c. Membership – Adam Berns and the rest of the board answered questions in Erika's absence.
    - i. Items and general questions regarding guest passes, swim lessons, registering and a person counter were discussed.
  - d. Operations – John Bronson
    - i. Discussed a summary of recent maintenance projects, including the cabana roof repair (Feb 2022), barbed wire, fiberglass blisters, and the need for a longer-term re-lining of the large pool.
  - e. Secretary – Robert Stillwell

- i. New home screening; find new members and ensure compliance of proprietary membership
  - ii. Emphasis of community involvement
- f. Communications – Sarah Villalobos
  - i. Communications update with an emphasis on community involvement.
  - ii. The light competition was a success.

**Board Member election:**

1. Board member candidates
  - a. Angela Soares introduction and community background
  - b. Gabe Regalado (not present) was introduced by Robert Stillwell
2. Several members voted online prior to the meeting, so very few physical ballots were cast in person.
  - a. The election results were Angela Soares, Skye Gordineer, and Sarah Villalobos.
  - b. Motion: Robert motioned that we recognize the democratic results and recognize Angela Soares, Skye Gordineer, and Sarah Villalobos to the board. Sarah seconded. There were no objections and it passed.
3. New board discussion:
  - a. Motion: Robert motioned that Gabe Regalado be nominated as the 7<sup>th</sup> position of the board vacated by John Bronson, who decided to step down from the board. Sarah seconded and it passed.
4. The board agreed to the below positions for the 2023 operating season:
 

a. President	Robert Stillwell
b. Membership	Erika Foss
c. Secretary	Gabe Regalado
d. Treasurer	Matt Brock
e. Communications	Angela Soares
f. Operations	Skye Gordineer
g. Lifeguard admin	Sarah Villalobos
5. Necessary board transition items were discussed
  - a. CA secretary of state; to be filed
  - b. Key exchange; John Bronson to coordinate
  - c. Finance committee; to be determined
  - d. Calendar
  - e. Friends of the Board (FOB) positions to be discussed at next meeting

The meeting adjourned at 8:45pm. Next board meeting scheduled for April 5, 2023.

Respectfully Submitted,  
 Matt Brock, Treasurer, on behalf of Robert Stillwell, Secretary