

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

November 15, 2023

The scheduled meeting of the Park Wilshire Improvement Association, a California non-profit membership corporation (the "Association") was held in person at 2575 Park Wilshire Drive San Jose CA 95124, pursuant to notice duly given to all directors.

- A. Call to order and meeting minutes. Meeting called to order at 7:23pm on 11/15/2023. Per Article VI, section 4, a quorum was reached for the transaction of business. Matt motioned to approve the previous month's minutes. Sarah Seconded. All approved.

Board Members Present:

- Matthew ("Matt") Brock (Treasurer)
- Sarah Villalobos (PWIA Lifeguard Admin)
- Skye Gordineer (Pool Operations)

Not Present:

- Quinn Nichols (Membership)
- Angela Soares (PWIA Communications)
- Gabe Regalado (Secretary)

Others in attendance:

- Rebecca Crapo (Pool Manager)
- Nawaf Al-Baghly

B. Closed Session

1. No business

C. Open Session

1. Matt motioned Nawaf Al-Baghly be appointed to replace Robert Stillwell for a position on the board. Given Robert Stillwell's term ends in 2024, Nawaf's term is through spring of 2024. Sarah seconded. The motion passed. In addition, the board decided to assign Nawaf to the role of Operations.
 1. Nawaf, John Bronson, and Matt will coordinate a walkthrough of the property to pass on some operations-related knowledge.
2. Lifeguard Admin - Sarah
 1. Halloween decorations went well, and the winter holiday competition is coming up.
 2. 60th year anniversary coming up. An email to members asking for logo ideas will be sent.
3. Sarah will review the Mailchimp subscription tier to confirm whether a difference tier level is more suitable or cheaper for us.
4. Finance – Matt
 1. Matt emailed the summary of financial position.
 1. \$26K more cash in total than last year at this time due to higher dues and less maintenance this year. An improvement since last month due to:
 1. Paying the property tax payment early in 2022, but not in 2023.
 2. Repairs in Oct 2022 that did not repeat in 2023.
 3. Higher interest income in Oct 2023.
 2. Interest income expected to be \$6K better than the 2023 budget.

Account	Last Year	Last Month	This Month	This Month vs:	
	10/31/2022	09/30/2023	10/31/2023	Last Month	Last Year
Checking	26,193.02	64,390.07	49,108.02	(15,282.05)	22,915.00
Reserve	202,173.83	204,013.10	205,056.96	1,043.86	2,883.13
Total	228,366.85	268,403.17	254,164.98	(14,238.19)	25,798.13

5. Other Business

1. Motion: Matt motioned to schedule and pay deposit of approximately \$20,000, to JG Bay Area (estimate C-1234) to resurface the pool and any needed repairs that may arise. Sarah seconded. Rebecca to reach out to Jaimie at JG Bay Area to finalize details on chairlift.
2. Motion: Matt motioned to allot \$1,000 to fix the sprinklers in the front yard.
3. We discussed the swim closet. It might be useful to vent and paint it, but it may not be necessary. Motion: Matt motioned to spend up to \$500 to vent and paint the storage closet.
4. Motion: Matt motioned to allot up to \$1,500 for electrical work to replace the old conduit in the pumphouse and other miscellaneous upgrades. Sarah seconded the motion. The motioned passed.
5. Motion: Matt motioned to allot up to \$1,500 for miscellaneous plumbing work; including to replace piping in the pumphouse and upgrade the faucet in the cabana. In addition, clean the shower drains. Nawaf seconded. The motion passed unanimously.
6. Garbage letter from the city of San Jose was reviewed and discussed.

6. President – Skye

1. Will reach out to other cabanas for benchmarking.

The meeting adjourned at 8:42 PM. Next board meeting is scheduled for January 17 and 7:15pm.

Respectfully Submitted,
Matt Brock