

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

February 28, 2024

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 7:24pm on February 28, 2024.

## Board Members Present:

- Skye Gordineer (President)
  - Angela Soares filling in as (Secretary)
  - Matt Brock (Treasurer)
  - Sarah Villalobos (Communications)
  - Nawaf Al-Baghly (Pool Operations)
- 
- Others in attendance: Approximately 15 members were in attendance.
  - Skye Gordineer tallied online votes and proxies.
    - Skye confirmed we have a quorum via attendees and proxies for the meeting and voting.
    - Angela Soares recorded minutes on behalf of no current secretary.

## Open Session:

1. Board member updates:
  - a. President – Skye Gordineer
    - 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 \$188K in the Reserve account; meant for capital improvements.
      1. Seems adequate given our list of possible maintenance.
      2. Treasurer mentioned that we are raising rates to maintain reserves and plan for the future .
    - ii. Question from members: Discussions from attendees asking about the fee raises, understands based on employment, capital improvements, etc. electric bills are down due to replacing old pumps.
  - c. Membership –Matt Brock covered the membership updates and the rest of the board answered questions in absence of no one as membership.
    - i. Items and general questions regarding guest passes, swim lessons, registering and a person counter were discussed.
    - ii. 292 homes about 219 are active association members. 100 residents are swim members. 175 non-resident swim members that drive the bulk of our reserves
    - iii. The waitlist is still +300 families and we continue to go in order.
    - iv. Question from members: How do we notify new owners about membership for people that move into the neighborhood. What happens when they don't pay

- when they own and then decide to join? Fees may apply in addition to back-dues for people who don't pay and then decide to join.
- v. Discussion from board: They can back pay dues to join. Discussion about ways to notify members. New owners are in good standing and can buy-in to the association / swim. If the home was a previous member, the new owner would get notified. Map on the website defines this to make it easier for people to know they are in the boundaries. Rule is that if you don't pay for two years, you are out of the association.
- d. Operations – Nawaf Al-Baghly
    - i. Discussed a summary of recent maintenance projects, including a big resurfacing project (complete tear down, resurface, applied new plaques, new rails, tiles for swim lane marker, got the chairlift installed). We had a break-in but thanks to cameras to alert, some damage but nothing major taken. Made improvements to the doors and re-keying, new fence patching and new cameras pointed at parameters for security away from swimmers. Working on compliance with the city for Hazardous materials.
    - ii. Questions from members: Who did the resurfacing and where are they based? JG Bay Area Pool Inc based in San Jose. We called around to several vendors, checked references, and only a few people that do fiberglass. Referenced from Elks Lodge contact.
  - e. Secretary – Angela Soares acting behalf of no current secretary
    - i. New home screening; find new members and ensure compliance of proprietary membership
    - ii. Emphasis of community involvement
    - iii. Pool parties were very booked about \$13k in parties for 2023 and one large school party (M-F big parties 50 guests), Sat - Sun 30 guest parties)
  - f. Communications – Sarah Villalobos
    - i. Communications update with an emphasis on community involvement - Halloween and winter decorating contests.
    - ii. 1st ever Polar Plunge on March 16th w/ light breakfast and coffee
    - iii. Movie / wine and cheese nights
    - iv. Pictures from the past years to highlight the history of the pool decorating around the clubhouse
  - g. LifeGuard Admin - Rebecca Crapo
    - i. Applications are due tomorrow, 31 applications and 18 places
    - ii. Made a rubric this year (over 16),
    - iii. Closed gate and not having guards at table that saved lifeguard hours and money and made it more secure

The annual meeting adjourned at 8:02pm by Skye Gordineer.

#### **Board Member election:**

1. Board member candidates introduced themselves:
  - a. Matt Brock
  - b. Nawaf Al-Baghly
  - c. Sheridan C
  - d. Bonnie Higley
2. Several members voted online prior to the meeting, so very few physical ballots were cast in person.

- a. The election results were 49 online ballots and 14 paper proxies. so we are 61 votes out of 215 in good standing. No write-in votes were submitted.
  - b. Motion: Skye motioned that we recognize the democratic results and recognize Bonnie and Sheridan to the board. Matt and Nawaf were re-elected. Matt seconded. There were no objections and it passed.
  - c. Member discussion: Al shared history of board elections
3. New board discussion after members left:
  - a. Motion: Matt Brock motioned to confirm new board members, Nawaf seconded and it passed.
4. The board agreed to the below positions for the 2024 operating season:
  - a. President - Skye Gordineer
  - b. Membership - Bonnie Higley
  - c. Secretary - Sheridan Corrales
  - d. Treasurer - Matt Brock
  - e. Communications- Sarah Villalobos
  - f. Operations - Nawaf Al-Baghy
  - g. Lifeguard admin - Angela Soares
5. Necessary board transition items were discussed
  - a. Rebecca Crapo has agreed to stay on as pool manager for the 4th year
  - b. New board members to provide email addresses to get emails
  - c. Tell Adam that white keycard questions - route them to Matt Brock.
  - d. Matt and Bonnie discussed transition and expectations for Membership.
  - e. Monthly meeting date - Next meeting - March 13th and April will resume on 4/24 at 7:15pm.
  - f. Sat March 16th Polar Plunge at 10am. Board members should try to come.
  - g. Lifeguard interviews - not interviewing returning guards but want board members to participate.
  - h. The full board will plan to review last years' hiring practices and lifeguard performance, all lifeguard applicants and returning lifeguard applicants to support final hiring decisions for the 2024 season. Currently at 16 applicants.
  - i. Next meeting agenda: Cards, clean up date, soft opening, membership planning,

The meeting adjourned at 8:39pm. Next board meeting is scheduled for Tuesday, March 13, 2024.

Respectfully Submitted,  
Angela Soares, Lifeguard Administration, on behalf of no Secretary