

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

03.13.24

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 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 7:20 PM via in person on **03.13.24** **The meeting minutes were approved for the February 13th meeting and the annual meeting.**

Board Members Present:

- Skye Gordineer (President)
- Nawaf Al-Baghly (Operations)
- Matt Brock (Treasurer)
- Sarah Villalobos (PWIA Communications)
- Sheridan Corrales (PWIA Secretary)
- Bonnie Higley (PWIA Membership)

Board Members Not Present:

- Angela Soares (PWIA Lifeguard Admin)

Others in attendance:

- Rebecca Crapo (PWIA Pool Manager)

B. Email Discussion since prior meeting

1. None

C. Closed Session

D. Open Session

1. Approve Agenda
- 2.
3. **President (Skye)**
 - a) Soft Opening
 - i. Set a date: Soft Opening May 4th.
 - ii. May 18th: Clean up day 10:00 - 11:00
 - a. Those who come get guest passes and can swim in the afternoon
 - iii. Not announcing the date yet because we need to hold off to find out about weather.
 - iv. No lifeguards, no bathrooms, bring your own chairs, if you have a key you can come and if you want to pick up your cards assuming the cards are ready. It is hard to pass out 100 cards so it would be nice to spread that out over a few days.
 - b) Waiver Updated.

4. Operations (Nawaf)

- a) Door Replacement and locks:
 - i. Matt discussed the rekeying - the locksmith gave a quote for 1100. Insurance covers 700.
 - ii. Do a pilot run on the new locks
 - iii. Passcodes for: lifeguards, the board and maintenance; lifeguards may not need the passcodes. They might be able to use a square key.
 - iv. 1100 + 200 with tax for one keypad lock
 - v. There was a motion to approve the rekeying of the bathrooms.
- b) Hazardous Materials Emergency Plan was approved.
- c) Fire Department is not responding. There was an exit sign problem from 2 years ago that has been fixed and an expired permit but we have been reaching out and have not had a response.
- d) Check AED stickers and train with them if expired.
- e) Cameras - Nawaf is looking at adding an additional camera. Currently testing out new cameras.
- f) Painting quotes was shared. Total: \$1750 -\$ 400 (insurance) \$1350 net
 - i. Matt motioned to approve the cost of the paint. Nawaf seconded and approved
- g) Getting ready for Opening Day
 - i. Looking into getting supplies ready to start the season
 - ii. Speak with the janitor regarding supplies
- h) Disposable and reusable diaper required
 - i. Will have available for purchase
 - ii. Emails and signage will go out to the community

5. Pool Manager (Rebecca)

- a) Lifeguard Hiring -
 - i. Interviews being scheduled. Applicants will be emailed.

6. Communications (Sarah)

- a) Polar Plunge - March 16th @ 10am
 - i. RSVPs - about 40 that are going to plunge; about 20 are going to observe
 - ii. T-shirts - will be provided to all participants who plunge
 - iii. Hot water has been turned on and has been flushed. Bathrooms will be open and cleaned.

7. Lifeguard Admin (Angela)

- a) Pool Parties (not discussed due to Angela being absent)

8. Membership (BOD) and web updates with Adam

- a) Discussed renewals and new memberships
- b) Invoice for \$99 was sent already this year
- c) Registration open as of the 3/15

9. Treasurer (Matt)

- a) Taxes for the pool have been done and will be filed. Due in May.
- b) \$42K less cash than last year, but we paid \$81K to resurface the pool.
- c) Detailed 2024 budget is pending.

Account	Last Year	Last Month	This Month	This Month vs:	
	02/28/2023	01/31/2024	02/29/2024	Last Month	Last Year
Operating	7,458.40	19,970.57	23,918.48	3,947.91	16,460.08
Reserve	189,607.77	130,292.35	130,827.94	535.59	(58,779.83)
Total	197,066.17	150,262.92	154,746.42	4,483.50	(42,319.75)

10. Secretary

a) n/a

The meeting adjourned at 8:50pm. The next board meeting is to be held on 4/24 at 7:15:pm at 2575 Park Wilshire Dr.

Respectfully Submitted,
 Sheridan Corrales (PWIA Secretary)