

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

September 18, 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 meeting was called to order at 7:30 on September 18, 2024. Skye motioned to approve the August 2024 meeting minutes; the motion was seconded by Matt. The minutes were approved.

Board Members Present:

- Skye Gordineer (President)
- Sheridan Corrales (Secretary)
- Bonnie Higley (Membership)
- Angela Soares (PWIA Lifeguard Admin)
- Matt Brock (Treasurer)
- Sarah Villalobos (Communications) - participating via zoom
- Nawaf Al-Baghly (Pool Operations)

- Others in attendance:
 - Rebecca Crapo (PWIA Pool Manager)

Want to discuss:

1. Clean up and shutdown day
2. Gas heaters off day
3. Solar heaters off day
4. Door proposal
5. Water fountain; who is leading
6. Drain pool and repair timeline
7. I plan to experiment with the ivy unless we want to hire someone to cut it all back drastically

Open Session:

1. Rebecca Crapo (PWIA Pool Manager) -
 - a. Discussed health inspector visit and report (See attached inspections / reports)
 - i. [Public Health](#)
 - ii. [Review attached](#)
 - iii. [Official Inspection report](#)
 - iv. Need to tighten handrails
 - v. Structurally looks fine
 - vi. Diarrhea sign needs to be posted outside

- b. Hard to staff recent parties - guards going back to school
 - i. Limiting parties
 - ii. If we can't get lifeguards we can't do parties
 - iii. No more parties after 9/22
 - iv. Snacks -
 - 1. Minimal sales:
 - a. made a small amount of money for the pool
 - b. lifeguards may need more direction on this
2. Board member updates:
 - a. **President** – Skye Gordineer
 - i. Schedule closing date for the pool: 9/30
 - ii. Closing duties list was shared
 - 1. Bucket test to check for leaks
 - b. **Treasurer** – Matt Brock
 - 1. Many past due payments adding up
 - a. Need to reach out to delinquent neighbors, will attach a flier of the pool
 - 2.
 - 3. Treasurer's Report:

Comments: August 2024

1) Comments:

Versus last month, cash is down \$22K due to normal expenses. Compared to last year, we are about \$13K below. Our cash position year-on-year will look much better when we get into December and January, which is when we paid for the pool resurfacing.

Account	Last Year	Last Month	This Month	Better / (Worse) vs:	
	08/31/2023	07/31/2024	08/31/2024	Last Month	Last Year
Operating	81,016.46	91,827.25	69,489.87	(22,337.38)	(11,526.59)
Reserve	203,179.23	201,231.96	202,052.80	820.84	(1,126.43)
Total	284,195.69	293,059.21	271,542.67	(21,516.54)	(12,653.02)

Note: the month ending Sep 9 was \$1,208. The month before that was \$734. It is getting more expensive as the weather cools.

Fixing broken doors quote:

1. Replace the broken door to the water heater closet. \$2,175.
2. Replace the door between the kitchen and storage room. \$95.

Matt motioned to accept the quotes for doors. The motion was seconded.

3. Need to extend wires for a nest cam and flood light to the pumphouse for more reliable internet connection with a hope to reduce break-ins. We have chemicals in there and break-ins have been in that area.

4. Need to cut back the ivy during the off season
5. **Membership** –Bonnie Higley
 - i. Nothing new
 - ii. Will help in reaching out to past due homeowners
- c. **Operations** – Nawaf Al-Baghly
 - i. Will follow up about Pool Inspections (from report)
 - ii. Turning off gas heat on Wednesday, 9/25
 - iii. Solar panels on until 10/2 or up until the clean-up date
 - iv. Reducing Genie service soon (TBD)
 - v. Last day for pool 10/11
 - vi. Community clean up date: 10/12 from 10 am to 12 pm
 1. Photograph well stacked chairs for visual reminders for future
 - vii. Key cards will be left on for those who want to come swim
 - viii. Bathrooms remodel
 1. Got initial quote for remodel
 - a. Redo the flooring, lay new floor on top with proper drainage, make sure to look at the slope of the floor, paint walls and ceiling, replace shower heads, labor and materials
 - i. Need to also fix up the windows and update fans
 - ii. 2900 per bathroom
 - b. Eventually we will need a bigger upgrade with a ramp but this would be a good update for a few years
 - ix. Water bottle refill station
 1. Received quote for labor to install (\$350) but need to purchase hardware (~\$1,700 from Home Depot). For a total of ~\$2,000.
 - a. Need to check that it is rated for outdoors
 - b. Make sure that when installed that it is at the right height requirement (ADA height)
- d. **Secretary** – Sheridan Corrales
 - i. Reached out to people who have inquired about joining the pool and are on waitlist but living within the boundaries.
 - ii. Will reach out to pending memberships from those who have not completed their paperwork
- e. **Communications** – Sarah Villalobos
 - i. Nothing new
 - ii. Sending out ending dates for closures of pool
 - iii. Halloween street decorating competition
 1. New: Submit a picture of your property under various categories
 2. Voting by community
- f. **LifeGuard Admin** - Angela Soares
 - i. Drafted a pool party page with all of the information (rules, cancellations, frequently asked questions, etc.)
 - ii. Need to book 7 days in advance
 - iii. Parties will go until 9/22
 - iv. Saturdays no more than 30 person parties
 - v. Sunday 50 person parties in the morning were a huge hit, no issues with crowding
 - vi. Will do a Q and A for next year

vii. Success having the pool party service

The meeting adjourned at 9:01 pm by Skye Gordineer.

The next meeting will be held on October 16th, 2024.