

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

January 15, 2025

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 by Skye Gordineer on January 15, 2025. Nawaf Al-Baghly motioned to approve the November 2024 meeting minutes; the motion was seconded by Sarah Villalobos. The minutes were approved.

## Board Members Present:

- Skye Gordineer (President)
  - Sheridan Corrales (Secretary)
  - Bonnie Higley (Membership) - Absent
  - Angela Soares (PWIA Lifeguard Admin.)
  - Matt Brock (Treasurer)
  - Sarah Villalobos (Communications)
  - Nawaf Al-Baghly (Pool Operations)
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- Others in attendance:
    - Rebecca Crapo (PWIA Pool Manager)

## Want to discuss / Other:

1. Adam Berns (PWIA Webmaster) - Voting is coming up and we need to make sure people are able to log in.
2. Operations reminder - Left women's toilet does not flush.
3. Luckily, there has been no unknown usage of the restrooms since we installed the electronic locks. In the past, there have been instances of clogged toilets that may have been due to Genie or someone else.
4. In coordination with Adam Berns, Matt Brock ordered a new wifi access point that should extend wifi to the pumphouse in preparation for new security cameras behind the pumphouse.
5. Paint on bottom of pool will soon be in the process of being repaired by the contractor which resurfaced the pool in early 2024, JG Bay Area Pool, Inc.

## Open Session:

1. **PWIA Pool Manager** – Rebecca Crapo
  - a. Updated the lifeguard application.
  - b. Application will be live February 1st.
  - c. Interviews will be in March
  - d. Offers will go out in April

2. **President** – Skye Gordineer

- a. Polar Plunge - discussed having an informational table to help community members know more about the pool
  - i. Ideally we would like to have the option for community members take care of their payment at the pool during the plunge to help pay their dues for the season or to help people log in.
- b. Annual Meeting
  - i. Need to move our February meeting to get paper handouts and communications out prior
  - ii. Pool Membership Annual meeting will be held Wednesday February 26th at 7:30
    - 1. Need to distribute the \$99 dues information prior to the annual meeting
    - 2. Need to distribute voting information

3. **Treasurer** – Matt Brock

- a. Proposed Proprietary Fee increase; from \$99 to \$150 effective 2026.
  - i. Reviewed proposal and will send out information to community members prior to our annual meeting for community discussion.
  - ii. Delinquent members
  - iii. 1. A177: 1831 Frobisher. Final notice sent in Feb 2024. A motion was made to remove the member from PWIA and was seconded.
  - iv. One-year overdue (\$99 balance)
    - 1. 1. A094: Dumbarton Ave. 2557.
    - 2. 2. A132: El Codo Way 1768.
    - 3. 3. A164: Frobisher Way 1818.
    - 4. 4. A199: Hill Park Dr. 2582.
    - 5. 5. A220: Hill Park Dr. 2634.
- b. Working on end-of-year statutory filings, including W2s, federal, and state taxes.
- c. CalSavers – new retirement program required by California.
- d. Treasurer’s financial report for December
  - i. Versus the 2024 budget set in April 2024, the company's P&L was \$10K better.
  - ii. A prelim 2025 forecast by month has been added to the P&L trend in Excel.
  - iii. See accompanying detailed Treasurer Report in Excel.
  - iv. See accompanying Reserve Analysis.

Data per Quickbooks					
	Last Year	Last Month	This Month	Better / (Worse) vs:	
Account	12/31/2023	11/30/2024	12/31/2024	Last Month	Last Year
Operating	33,758	25,103	19,639	(5,465)	(14,119)
Reserve	149,833	200,563	200,045	(518)	50,212
<b>Total</b>	<b>183,591</b>	<b>225,666</b>	<b>219,684</b>	<b>(5,983)</b>	<b>36,093</b>

4. **Membership** –Bonnie Higley

- a. no items

5. **Operations** – Nawaf Al-Baghly

- a. Water bottle refill station work temporarily stopped (due to the contractor having an injury at another job site), trying to get the work moving again.

- i. Status: old water refill station removed from the wall. Old plumbing is cracked and damaged so will need repair at the install site. Found an existing duplex 120V outlet so likely do not need that installation any longer.
    - ii. Will continue to try getting the install completed in the next few days / weeks.
- 6. **Secretary** – Sheridan Corrales
  - a. No updates
- 7. **Communications** – Sarah Villalobos
  - a. Winter Holiday Contest
  - b. Sending out information about the February annual meeting
  - c. Saturday, March 1st Polar Plunge
    - i. Have an information table
- 8. **LifeGuard Admin** - Angela Soares
  - a. No updates

The meeting adjourned at 8:46pm by Skye Gordineer.

The next meeting will be held on February 5th, 2025 at 7:15pm.