

**THE MINUTES OF THE MONTHLY MEMBER MEETING OF THE
PARK WILSHIRE IMPROVEMENT ASSOCIATION
August 20, 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 August 20, 2025 at 7:29pm. Skye motioned to approve the [July Meeting Minutes](#); the motion was seconded. The minutes were approved.

Board Members Present:

- Skye Gordineer (President)
- Matt Brock (Treasurer)
- Sheridan Corrales (Secretary)
- Nawaf Al-Baghly (Operations)
- Bonnie Higley (Membership)
- Sarah Villalobos (Communications)
- Brian Long (Lifeguard Admin.)
- Bonnie Higley (Membership)

Absent: 0

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

Want to discuss / Other:

1.

Community Concerns:

Upcoming dates:

- End of Summer Wine and Cheese Night - Friday, August 22 (Doors open 7:00; movie starts 7:30 pm)
- Thursday, August 21 - Retiree Lunch Bunch will resume (postponed until the end of summer)

Open Session:

1. **PWIA Pool Manager** – Rebecca Crapo
 - a. We had more pool rescues this season
 - i. Guards were quick to jump in for rescues
 - ii. Parents fill out an incident form

- b. The party situation has been challenging. We had to shut down the party bookings due to life guard coverage.
 - i. We don't have eyes on the pool and that is a safety / responsibility concern
- c. School through September reduce parties.
 - i. Parties need to end earlier next year (Est. Aug 14th). Reduce to one party on the weekend either Saturday or one on Sunday.
- d. This year we will keep parties going through Labor Day.
- e. We will still have guards here though September on the weekends after labor day
- f. The lifeguard appreciation event was low attended. Next year not on a Friday.
- g. After wine and cheese night we can reduce our trash
- h. Party booking page needs to be updated (instructions for Adam)
 - i. Parties may not use the cabana prior to their party start time
 - ii. Party guests may not arrive prior to the guards
 - iii. Members may set up for their party ahead of time but again no access to the cabana until the start of the time

2. **President** – Skye Gordineer

3. **Treasurer** – Matt Brock

- a. Explored Quickbooks online. Determined it's not the best solution for us at this time. The extra functions, like multiple users and mobile deposits/accounting, do not help PWIA. Also, account numbers did not port over.
- b. PWIA Webmaster would like to explore 3rd party membership sign-ups.
- c. Finance update
 - i. We are on track to the budget for 2025, with party income likely exceeding the 2025 budget, which is generally a good thing.
 - ii. There are approximately 23 Resident members who are delinquent in their dues. I will need to issue reminder invoices.

Data per Quickbooks					
	Last Year	Last Month	This Month	Better / (Worse) vs:	
Account	07/31/2024	06/30/2025	07/31/2025	Last Month	Last Year
Operating	91,827	111,995	82,066	(29,928)	(9,761)
Reserve	201,232	279,549	280,666	1,117	79,434
Total	293,059	391,544	362,733	(28,811)	69,673

- d. We may need a new webmaster or a new updated system

4. **Membership** –Bonnie Higley

- a. Lunch bunch is starting up again tomorrow

5. **Operations** – Nawaf Al-Baghly

- a. Electrician issues:

- i. Electrician diagnosis identified root cause of tripping breaker to faulty light fixture at middle of gazebo area. Removed light fixture and bypassed.
 - ii. By-passed what is understood to be an unused power line but unsure if the sprinkler controller and front gate light are affected, need to follow up on this.
 - iii. Identified poor conduit fastening (exposed wires underneath).
 - b. Pool lining:
 - i. More areas of lining peeling up identified. Have reached out to Jaime but still no timeline for him to come, will continue to follow up.
 - ii. We will need to find an alternative surfacing company.
 - c. Ivy along fenceline:
 - i. Will reach out to arborist or gardener for trimming the hedge line
 - d. pool temperatures:
 - i. noted the wading pool has been very cold. will reach out to Genie to check pool temps.
- 6. **Communications** – Sarah Villalobos
 - a. Water aerobics went well
 - i. Kid day was a success and perhaps earlier in the season
 - ii. One bring a guest day for water aerobics
 - 1. Challenging - possibly won't do this in the future
 - b. End of the season / Wine & Cheese / Movie night scheduled for Friday, August 22 at 7:00
 - i. doors open at 7:00
 - ii. Movie starts at 7:30
- 7. **Life Guard Admin** - Brian Long
 - a. Can we streamline (automate) party cancellation through [PWIA.net](https://www.pwia.net)
 - i. Any way to have cancellation trigger an auto refund for next season?
- 8. **Secretary** – Sheridan Corrales
 - a. Will check the notes from last year to check budget for wine and cheese night
 - b. Trim back the hedges
 - i. Arborist possibly needed
 - c. Pool thermometer and temperature
 - i. Could we ask Genie to adjust the temperature to 83 degrees
 - 1. Pool manager will check with Genie to find out about adjusting the temperature as the days are getting cooler
 - ii. Baby pool seems extra cold this season

The meeting adjourned at 8:26 pm by Skye Gordineer.

The next meeting will be held on September 17, 2025 at 7:15pm.