

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

November 20, 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 7:22 on November 20, 2024. Sarah motioned to approve the October 2024 meeting minutes; the motion was seconded by Nawaf. 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)
 - 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) shared:

- a. Working on the end of year cleanup of the online forms
- b. Saved the waiver PDFs and Member PDFs
- c. Will be removing the Google and Facebook sign in, not a lot of people use them, and it's a pain to maintain, every quarter there is a lot of work to be done.
- d. Finishing up how to do the end of year cleanup as well, it will take me some time to get this clearly documented

Open Session:

1. Rebecca Crapo (PWIA Pool Manager)
 - a. Currently lifeguards make \$18/hour and returning guards make \$.50 more per hour.
 - b. The pool has not been filled with water as we will be draining.
 - c. Met with electrical people about noises and was informed the hedges need to be trimmed back. Nothing was touching the lines at present.
2. Board member updates:
 - a. **President** – Skye Gordineer
 - i. Minimum wage is going up. Discussed whether or not we need to raise what we pay our lifeguards.
 - ii. We will raise the lifeguard rate by 50 cents per hour

1. A difference of \$1000 at the new rate including payroll
 2. Matt motioned that returning guards would get \$19 and new guards \$18.50
 - a. Angela seconded the motion. The board discussed and approved. The motion passes.
- b. **Treasurer** – Matt Brock
- i. There are members who have not been paying their dues (3 houses that are 2 years past due on payments). Letters and drop off reminders have been sent. Received final notice in February 2024. Matt will be following up with these addresses.
 1. The board will reach out to neighbors and table the past due memberships until our next meeting
 - ii. The Bucket test found no issues
 - iii. Treasurer’s report for October:

1) Compared to last month, cash is down \$19K due to normal monthly expenses. Compared to last year, we are about \$25K below.
 2) 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.

Data per Quickbooks					
	Last Year	Last Month	This Month	Better / (Worse) vs:	
Account	10/31/2023	09/30/2024	10/31/2024	Last Month	Last Year
Operating	49,108.02	45,929.68	29,708.90	(16,220.78)	(19,399.12)
Reserve	205,056.96	202,872.34	199,829.68	(3,042.66)	(5,227.28)
Total	254,164.98	248,802.02	229,538.58	(19,263.44)	(24,626.40)

- iv. Discussed fees for swim memberships and possibly doing a vote about increases to keep up with inflation (minimum wage is going up, keep up with maintenance, pool updates, haven’t raised dues in 20 years, etc).
 1. February 26: Annual meeting we will include the vote
 2. \$150 was proposed as the increase for membership from the current \$99
- c. **Membership** –Bonnie Higley
- i. no items
- d. **Operations** – Nawaf Al-Baghly
- i. Bucket test passed and found no evidence of a leak.
 - ii. Water refill station ordered, arrived, and pending install. Requires an electrical renovation from 120V to 240V, plan to meet w/ electrician 11/22 to quote the electrical update and then install the water refill station. Proceed with renovations if under \$1,000 otherwise report to the board.
 - iii. Still no response from the pool surfacing company to return for repair of the damaged pool surface spots. Will continue reaching out to get this scheduled.
 - iv. Discussed whether or not we need an additional outlet for internet for the movie night and or future needs
- e. **Secretary** – Sheridan Corrales
- i. One family has reached out to join, shared the website information to start the process assuming they do not have past dues

- f. **Communications** – Sarah Villalobos
 - i. Halloween Contest
 - 1. Submission process went well; voting by members worked well
 - ii. Winter Holiday Contest coming up - communication to go out soon
 - 1. Pictures / Submissions Thursday 12/18
 - 2. Contest / Votes due Sunday 12/22
- g. **LifeGuard Admin** - Angela Soares
 - i. No updates

The meeting adjourned at 8:40 pm by Skye Gordineer.

The board will recess for December.

The next meeting will be held on January 15, 2025.