##### Bel Pre Recreational Association

**Board of Directors**

**Minutes of Meeting October 2, 2018**

##### CALLED INTO SESSION/ROLL/AGENDA

1.The board convened at the Bel Pre Elementary School at 7:39 pm. Board members present were President Elliot Chabot, Secretary Paul Spelman, Billy Ruppert, Chris Jennison, Ted Bechtol, Megan Virga and Karen Purdy. Assistant Treasurer Rita Vaught and BPRA Recreation and Entertainment Committee Chair Chris Swan, former BPRA President Steve Jennison, and BPRA member Beth Kominsky were in attendance. Vice President Greg Miller and Treasurer Larry Vaught were absent.

2. Chabot called the roll and a quorum was present. A motion was made to approve the agenda. The motion passed unanimously with Ruppert, Chabot, Bechtol, Spelman, Jennison, Virga, and Purdy in favor.

##### STATEMENTS FROM ASSOCIATION MEMBERS

3. BPRA members were invited to speak on any items. There were no statements by association members.

##### APPROVAL OF MINUTES

4. A motion was made to approve the minutes for the September 11, 2018 meeting. Boardmembers had several suggestions and corrections for the minutes, including changing the term “back-up preventer” to “backflow preventer,” adding a sentence about Greg Miller contacting Georgetown Aquatics owner Clark Baugher to obtain a firmer estimate for the cost and time frame for needed pool repairs, and correcting the typo “accost” to “cost” in one sentence. A motion was made to approve the minutes with the aforementioned corrections. The motion passed unanimously with Ruppert, Chabot, Bechtol, Spelman, Jennison, Virga, and Purdy in favor.

**TREASURER’S REPORT**

5. Rita Vaught presented the monthly financials, and said that expenses were in line with prior estimates and expectations. She also stated that the Association currently has $256,000 in reserve funds.

6. Vaught reported that total homeowner annual fee delinquencies amounted to a little over $14,000, not counting homeowners who actually had credits with the Association for paying their dues in advance. She said they had turned seven homeowners—with debts over $1500 apiece—over to the BPRA’s outside counsel Thomas Schild for collection efforts, and that this had resulted in one homeowner paying part of his delinquency. For the other six, Vaught said that liens had now been placed on their properties. Vaught reported that another 11 delinquent homeowners (behind for 1 or 2 years) had been sent letters informing them that if they hadn’t paid by October 20, they would also be referred to Schild for collection efforts and liens.

7. Vaught said there was nothing to new to report with respect the BPRA’s annual audits.

8. Regarding the planned bookkeeping transition, Vaught reported that she still hoped to transition by the end of November, and had received some new proposals for taking over the assistant treasurer responsibilities. She said she favored one proposal from a management company called American Community Management. She said she had also spoken to a few individual accountants but did not feel that would likely be a good fit since they charged on an hourly basis and could not provide firm estimates for what it would cost.

9. The Board discussed different options for homeowners to pay their annual dues. Vaught noted that one of the bookkeeping firms charges fees for paying both with credit cards and by check, and the only way for a homeowner to avoid a fee would be to pay via ACH electronic withdrawal. Spelman noted that some people do not like providing bank account information to third parties for ACH withdrawals, since this gives an outside entity a certain amount of control over a person’s bank account.

10. Some Boardmembers expressed concern whether a management company would want to take over, or be paid for, management and decision-making responsibilities when what the Board is really interested in is simply someone to handle bookkeeping, keeping track of delinquencies, and processing annual dues as they come in.

11. A motion was made to authorize Chabot to reach out to American Community Management to see whether they might be amenable to taking over some responsibilities but not overall management of the Association. The motion passed unanimously with Ruppert, Chabot, Bechtol, Spelman, Jennison, Virga, and Purdy in favor.

##### LONG TERM PLANNING COMMITTEE REPORT

12. Long Term Planning Committee Chair Karen Purdy reported that the Committee has not made an enormous amount of progress, and now has some reservations about having a new facility report undertaken by Ponte Mellor Architects. Instead, she said she is working with BPRA member Sue Hoye at putting together a survey, and hopes to have something more concrete to report by the next meeting.

13. Purdy reported that she had not heard back from Greg Miller regarding estimates from Clark Baugher on the cost to repair and replace pool coping stones, whitecoating, and tiles.

##### RECREATION AND ENTERTAINMENT COMMITTEE REPORT

14. The Board heard from resident Beth Kominsky about using the pool parking lot from 6-8 pm on Halloween as a central gathering point. She envisioned it as a trunk or treat-type event, which parents and kids could use as a home base. She said all she would need from the pool facility is access to a power outlet in order to power a sound system. A motion was made to approve the request, and the motion passed unanimously with Ruppert, Chabot, Bechtol, Spelman, Jennison, Virga, and Purdy in favor.

15. BlocktoberFest party planner Virga reported that everything was moving ahead as planned for the community BlocktoberFest scheduled for Saturday, October 13. She said the room had been secured for the school access, and the official rain date was slated for the following Saturday. Kominsky will be providing the sound system for the event.

##### PHYSICAL FACILITIES MAINTENANCE ITEMS

16. Physical Facilities Superfella Joe Moeller was not in attendance, but Chabot reported that:

a) Moeller had gone ahead and ordered a monitor mount for the security system, that BPRA member Kye Pak had recommended and the Board had approved September 11, 2018.

b) Moeller had secured a separate power supply for the security system so it would not have to rely on parking lot lights staying on 24 hours a day, and Moeller hopes to install the power supply system as soon as a weather-proof box is ready.

c) Moeller had worked up an estimate of $82.50 plus $600 for installation and purchase of three dehumidifiers. Bechtol had questions about whether the dehumidifiers would be run year-round or just part-time, and Spelman suggested delaying any decision on the dehumidifier purchase until the next Board meeting to get more information.

d) Moeller does not have firm quotes yet for the repairs to the bathhouse roof, but hopes to have quotes soon for repairs that would secure the roof for approximately five years.

##### GROUNDS AND FENCE MAINTENANCE

17. Grounds and Landscaping Coordinator Bechtol reported:

a) that he had been at the pool recently and found the shed unlocked

b) the first round of fertilizer and seeding had been performed at the pool grounds

c) he had met with Kollins Landscaping about brush clearing costs, and Kollins expected the job would likely take a day and a half of work, and would provide an estimate, as well as for tree plantings.

18. Bechtol provided the Board with the following Draft Memorial Tree Policy:

Purpose.  This program provides an opportunity for community members to have a memorial tress dedicated to a special person and planted on the pool ground.  Additionally, the cost of the tree and its planting shall be the responsibility of the sponsor adding to the landscape value of the property.

A variety f tree species and locations across the grounds will be available for consideration and a small plaque, approximately 3" by 5", can be mounted to identify the memorial.

Procedure.  A member of the Board will work with the sponsor to determine three types available, possible locations, and any other considerations and determine a mutually agreeable selection, or selections.  The nomination will which be considered, modified if necessary, and approved by the Board.

The memorial tree will be incorporated into the routine landscape maintenance of the pool grounds but any supplemental care, such as watering, provided by the sponsor is welcomed.

Bechtol estimated that the cost of planting and materials would be between $150-200 per tree, plus another $150 for each plaque. Purdy suggested that perhaps they could set up a bulletin board somewhere on the property for the plaques, so that the property itself did not get cluttered with plaques and begin to look like a cemetery.

19. A motion was made to approve the memorial tree program, contingent upon filling in all of the details at a future time, and the motion passed unanimously with Ruppert, Chabot, Bechtol, Spelman, Jennison, Virga, and Purdy in favor.

##### TENNIS COURTS

20. Tennis Court Committee Chairman George Usher was not in attendance, but Chabot reported that according to Usher, he had received a few “nibbles” from contractors and would reach out to others now that the busy summer season was over, and would hopefully have more to report at the next meeting.

**WEBMASTER’S REPORT**

21. Webmaster Chris Jennison reported that there was nothing new to report about the BPRA/SBP Civic website, and said they were still shooting for November 15 to have the site fully operational.

**PATH TO MEMBERSHIP**

22. New Member Recruitment Coordinator Virga said there was nothing new to report. She said the current status remained that two families had paid and signed and provided notarized documents, two families had paid but not provided documents, and a fifth homeowner had tried out the summer guest program during the 2018 season but had not yet committed to permanent membership.

**GOVERNING DOCUMENTS COMMITTEE**

23. Chabot reported that the committee met in September and finished evaluating and making recommendations for the pavilion policy. The committee is scheduled to meet October 16 at the Chabot/Swan residence to work on the section of the facility policy that addresses property-wide issues, such as guest passes, smoking, alcohol use, etc. He said that whatever the committee recommends would be disseminated to the community, and then the Board would make a final decision on proposed changes.

N**OMINATING COMMITTEE**

24. Spelman reported that there were no additional candidates for the Board. Chabot also noted that BPRA resident Mark Foraker had withdrawn his name from consideration for a seat, but was considering assuming the secretarial responsibilities after Spelman’s departure, since it was not required that the Secretary be a Boardmember. It was noted that due to Foraker’s withdrawal, the three candidates for Board seats—Bechtol, Purdy, and Steve Jennison—were all assured of winning seats.

25. Chabot handed out a proposed annual meeting notice for the November 15, 2018 meeting, which he said would be mailed to all BPRA households. He asked the Board to review the draft in the next day or two before he sent it off to the community. A motion was made to approve $50 to pay for beverages and sundries for the annual meeting, and the motion passed unanimously with Ruppert, Chabot, Bechtol, Spelman, Jennison, Virga, and Purdy in favor.

26. Chabot said that the Aspen Hill Vision Zero project is looking at pedestrian access and safety issues in the Aspen Hill area, and he suggested that BPRA members could go onto the Vision Zero website and use the interactive map to try and get the BPRA neighborhood included in the examination.

27. The Board adjourned at 9:45.

28. The next meeting will be at the Bel Pre Elementary School on November 13 at 7:30 pm. This will be followed two days later by the Annual Meeting on Thursday, November 15 at the Strathmore Elementary School at 6:45 pm.