

Bel Pre Recreational Association (BPRA) Board of Trustees Minutes of Meeting of June 16, 2020

1) Call to Order and review of teleconference guidelines

The board convened by teleconference at 7:33 pm.

President Purdy announced that the standard BPRA Board meeting procedures relating to contributions by Association members would be followed:

- 15 minutes are set aside each Board meeting for statements by Association members. This time will be divided evenly between speakers; with a maximum of 5 minutes per speaker.
- Following the Statements by Association Members, non-Board members may only speak if recognized by the Chair of the meeting.

Additionally,

- Participants need to identify themselves when they are talking.
- Participants may be asked to identify anyone who is present with them during the call.
- When not speaking, participants should mute the call on their end to avoid interruptions and unnecessary background noise.

2) Roll Call

Secretary Swan called the roll. Board members present were President Karen Purdy, Vice President Mark Foraker, Treasurer Dave Pullen, Secretary Chris Swan, Ted Bechtol, Steve Jennison, Billy Ruppert, and Larry Vaught. Board member Greg Miller was not present. BPRA members Adrian and Aime Anthony, John Bogasky (Strathmore Bel Pre Civic Association Treasurer), Elliot Chabot (Governing Documents Committee Chair), and Chris Wright (member of the Long Term Planning Committee) were present. There was a quorum. Secretary Swan took the minutes.

3) Approval of the Agenda

Foraker moved that the agenda for the meeting be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

4) Statements by Association Members

BPRA members were invited to speak on any items. Adrian and Aime Anthony introduced themselves.

5) Approval of Minutes

Action on the May 5, May 16, and June 2 Board minutes was deferred to a later meeting.

6) Request to install Little Free Library near tennis courts

Purdy reported that Jill Staggs has offered to build, install, and maintain a Little Free Library on the path by the tennis courts on the Bethpage Lane side of the BPRA property, if the Board will authorize it. There would be no cost to the BPRA. After discussion, Swan moved that the proposal be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

7) Pool use request/rental

Foraker reported that Phil Kominski would like to pay for use of the pool by the Nation's Capitol Swim Club (NCSC). NCSC's regular site – Georgetown Prep – is closed because of COVID-19. NCSC is willing to use any time that the BPRa would be willing to authorize (including time when the pool is not normally open) and will carry insurance to indemnify BPRa of any liability. Kominski and another NCSC coach both have pool operators licenses. Only two of the people who would be using the pool in this request are BPRa members. The Board discussed criteria that has been used in the past for other special use requests, including:

- Impact on members using the pool and grounds at the same time
- Ratio of chaperones to kids in the group
- Insurance policy from the those that clearly provides coverage to BPRa
- Links to the community
- Any problems with the group in the past at the pool

The Board also discussed the appropriateness of allowing a group that was largely composed of guests at a time when the Board may be prohibiting members from bringing guests this summer because of COVID-19. Jennison noted that early morning swimming was offered by the BPRa about 30 years ago.

Swan moved to deny the request. The motion was seconded and approved, with Bechtol, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed. Foraker abstained. Purdy recommended that the Board might want to re-examine this proposal either for next season or when a COVID-19 vaccine has been made.

8) COVID-19 Issues

a. Pool rules – initial opening

Purdy reported that a new COVID-19 Executive Order was issued today by the County Executive. Unlike the Order that was issued yesterday, today's order does not limit community swimming pool use to lap swimming. The new regulations make community pool openings subject to compliance with the Montgomery County Department of Health and Human Services Pool Guidance – which has not yet been published (yesterday's Order did not reference any County HHS guidance, and instead required compliance with the Maryland Department of Health Amended Directive and Order Regarding Swimming Pools).

Purdy presented the proposed Operating Procedures and User Rules for Bel Pre Recreational Association: Summer 2020. The Board reviewed, discussed, and modified the proposal line-by-line. Issues discussed at length included at what age should children in a member's household be required to have supervision and what should be the nature of that supervision; extending the pool hours; and having adults-only time.

At 8:57, Purdy moved that the meeting be extended past 9:00 (the adjournment time set in the agenda). The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

At the conclusion of the discussion on the rules for the 2020 season, Purdy moved that the proposed Operating Procedures and User Rules for Bel Pre Recreational Association: Summer 2020, with the modifications agreed to at the meeting, be approved [see Attachment 1 of these minutes for the proposal as modified]. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

b. Status of Preparations

The Board continued the discussion from the June 2 meeting concerning dividing the pool into segments (“pods”). A suggestion was made to combine lanes L1 and L2 into a recreational swim area. It was agreed to take no action on that at this meeting, but possibly revisit it later in the summer. Pullen moved to approve the proposed Pool Configuration and Pod Locations (Exhibit 2 of these minutes). The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

Purdy reported that – based on the blueprints for the pool – the surface area of the pool is 7,035 square feet. Purdy reported that, given the pool set up approved by the Board on June 2, the County’s HHS Pool Guidance the pool will be permitted have up to 87 people within the pool fenced-in area.

The Board discussed individual assignments for each of the tasks that BPRA is responsible for to open the pool, including (1) confirmation with Georgetown Aquatics of compliance with regulations, guidelines, and restrictions and staffing levels; (2) publication of new pool rules and layout diagram; (3) setting date for opening; (4) preparation and posting of new signage; (5) installation of outdoor shower; (6) covering water fountains; (7) marking pod boundaries; (8) hand sanitizer and sanitizer stations; (9) rolodex delivered; (10) check-in book; (11) reservation system; and (12) drafting waiver and acknowledgement of rules form. Purdy reported that Georgetown Aquatics hopes to be able to open the pool at noon, Saturday, June 20.

Pullen moved that up to \$200 be allocated to purchase a disposable cell phone to use for pool time reservations. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

c. Activities and Events – Drive-in Movie

Bogasky briefed the Board on the recent history of movies at the pool. He would like to hold a drive-in movie at the pool parking lot on Saturday, June 27, starting at 8:45 pm. Attendance would be limited to no more than 50 people, unless the County’s Chief Medical Officer authorizes a higher number. Attendance would be by reservation only. Each household would be assigned two adjacent parking spaces. Masks and social distancing will be required for anyone not in their assigned spaces. Instead of speakers, an FM transmitter will be used to broadcast the audio to the radio in each car.

Chabot briefed the Board on the afternoon’s hearing by the County Council sitting as the County Board of Health). At the hearing, Chabot requested that the Council either clarify that the County’s new COVID-19 regulation permit drive-in movies as an allowed outdoor recreational activity, or that the Council amend the regulations. County Health Officer Travis Gayles responded that it was not

necessary to amend the regulations and he would meet with representatives of the community to facilitate the drive-in movie taking place.

Swan moved that the Board authorize a drive-in movie to be held in the parking lot on June 27 for no more than 50 people, with 6 feet social distancing and masks required. If written permission from the County Health Officer is received, a larger number of people can attend. Approval by the Strathmore Bel Pre Civic Association would also be required. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

d. Swim Team update

Purdy reported that Lilan Miller will be the head coach for the Swim Team this summer. The first practice of the summer will be on June 22. The Swim Team will be operating in compliance with the Maryland Youth Sports Guidelines and will limit the number of swimmers permitted in any lap lane for the Swim Team. The Swim Team will not provide swimming lessons to very young children this summer, because of the social distancing requirements. All Swim Team members will check in when entering the fenced area and check out when leaving. Mike Berman is preparing a registration/waiver of liability form, which will be signed by Swim Team members. Any swim meets this summer against other teams will be virtual meets. Foraker moved to approve Swim Team use as long as it complies with Federal, State, and County guidelines and restrictions. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

e. Snack Bar

Jennison reported that he has sent options to Rod Oo to run the snack bar and Oo wants to go ahead.

9) Physical Facilities

Purdy reported that Bechtol has painted the pool depth markers, as required by the County pool inspector.

10) Budget and Finance

Treasurer Pullen reported that the RFP for bookkeeping services has been distributed to prospective bidders.

11) Other Business.

None.

12) Adjournment

There being no further business, the meeting was adjourned at 10:25 pm. The next Board meeting is scheduled for Tuesday, June 23, at 7:30 pm, by teleconference. Rupert will post notice of the June 23 meeting on the website.

Respectfully submitted,

-- Chris Swan, Secretary

Exhibit 1

Operating Procedures and User Rules for Bel Pre Recreational Association Pool Summer 2020

Please note the following procedures and rules supersede any conflicting BPRA facility rules posted online and at the pool and are specific to COVID-19 era regulations. These rules will evolve as local, state and federal agencies provide updates.

Basic Rules

- Do not come to the pool if you or any member of your household is ill or not feeling well.
- Members are required to wear face coverings when not swimming.
 - Staff and patrons are required to wear face coverings over the nose and mouth when outside of the water whenever possible.
 - Face coverings are required while waiting for entrance to the pool, exiting the pool grounds and while speaking to any guards or other members. Any socialization with someone outside of your household requires following social distancing guidelines and face coverings.
 - Do not wear face coverings in the pool. It is unsafe to try to swim with a face covering.
- Members and staff are to follow social distancing guidelines both in and out of the water.
 - Maintain a physical six-foot distance from those who do not reside in your household.
 - Guards will have a 6-foot area around their chairs that must be kept clear. Please do not speak to the lifeguards while in the chair unless it is an emergency.
- Members need to check in **and out** each time they come to the pool. All individuals must provide a first and last name and phone number for contact tracing.
- Households must acknowledge in writing that they have read and understand the pool rules and must sign a waiver of liability before entering the pool grounds for the first time this season. This document will be posted on the website. **Please read the rules, print and sign the document, and bring it with you the first time you come to the pool.**
- Children under the age of 15 need to be accompanied by an adult at the pool. Adults will be scheduling the pool use time and we expect an adult present to help guide minors through social distancing procedures.
- Guests are **not** allowed. Pool use is for your household only, which will include your children, grandchildren and caretakers. Members cannot bring other members' children.
- The baby pool is closed until further notice and cannot be accessed (this is per federal, state and county guidelines).
- The pool capacity will be set at a TBD number during this COVID-19 pandemic period. This is a formula driven by the square footage of our pool as well as our deck and grounds space. This is per the federal, state and county guidelines. This number will be posted at the pool.
- Members will be asked to schedule pool time by visiting the pool or calling a designated number (details forthcoming.) (See Scheduling Pool Use, below, for more details.) See strathmorebelpre.org for updates.
- The pool will be open for

- lap swimming - All lap swimming is capped at 1 swimmer per lane. Please stagger with other swimmers to start/end at opposite ends of the pool.
- household recreational use – One household per assigned swim area. Please stay in your assigned area of the pool and maintain social distance from swimmers in adjacent swim areas.
- Bathroom use
 - No use of showers in the restrooms. Pool patrons must shower before entering the pool either at home or at the pool using the outside shower head at the bottom of the steps.
 - If someone needs to use the restroom, please use social distancing guidelines and wear a face covering. Children always need to be supervised by an adult in the restrooms.
 - There will be soap for hand washing in the bathrooms and hygiene stations throughout the pool deck area.
- Members are to bring their own chairs.
 - All chairs, benches, etc. are put away for the safety of our members under the pavilion.
 - Do not remove or touch these chairs. Only lifeguards will be able to touch furniture.
- There will be no shared equipment such as kickboards or noodles available. No noodles are allowed at the pool this summer from home. Lap swimmers will need to bring their own kickboards.
- Please do not share items that are difficult to clean, sanitize or disinfect or that are meant to come in contact with the face (goggles, nose clips and snorkels.)
- Please do not share items such as food, equipment, toys and supplies with those that do not live in your household.
- Any personal items left at the pool will be discarded at the end of the day--there will be no “lost and found.”
- The diving board is closed until further notice.
- Volleyball, Tether Ball, the Pirate Ship, and Playground are closed during this time.
- The Pavilion is closed until further notice.
- No gatherings or events within pool grounds.
- At this time the grounds are not available for general use. We are considering ways in which the grounds can be used in a socially distanced manner and will provide updates on strathmorebelpre.org

Scheduling Pool Use

- Pool users are expected to sign up for time slots for pool use. Adult household members can register for one slot per day, up to 7 days in advance. To start, we are going to offer 1 hour and 15 minute swim slots followed by 15 minutes of transition time during which the pool will be empty. These allotted swim times are for in-water use. Same day registration is possible if a time slot is available.
 - Your time is for your household only, which will include your children, grandchildren and caregivers.
 - Members cannot bring other members’ children.
 - There are no guests during this time.
- Members will be limited in terms of the number of reservations they can make in advance per week so that all members who wish to use the pool will have a chance within the limited capacity. Further details will be available once we determine capacity and demand.
- Specific scheduling procedures are forthcoming.

How to Check In/Find Your Area

- Members are to check in at the front desk.
 - We recommend arriving 5-10 minutes in advance of your time slot to maximize your time IN the pool. If you do not arrive by 5 minutes after your reserved time, your swim area will be assigned to someone else if there are people waiting to swim.
 - While you are waiting to sign in for your scheduled time please maintain social distance and wear your face covering.
 - Members will be assigned a designated area of the pool.
- The pool deck will be organized into “pods,” that are clearly designated as large enough for a family/household but a full 6 feet from other areas. Each pod on the deck and grounds will correspond to a lane or the swim areas. Both pods and swim areas will be assigned to each household/user.
- After checking in, proceed to your designated pod.
- When the lifeguard indicates that a swim session has begun, you may proceed to your assigned area of the pool. Please follow social distancing guidelines when on the deck and in the pool.
- Once your time in the pool is up, exit the pool, proceed directly to your pod and prepare to leave the grounds. Please leave your pod promptly and in the same condition you found it. Bring all trash, towels, chairs, with you. You may rinse off at the pool using the outside shower head within social distancing rules, but it is advisable to simply shower once home.
- Parents need to help their children with social distancing. We recognize it will be exciting to see friends and be outside, but we need everyone to be cooperative and compliant with rules for this to be a success.

Exhibit 2

Pool Configuration and Pod Locations

