

Bel Pre Recreational Association (BPRA) Board of Trustees Minutes of Meeting of August 4, 2020

1) Call to Order and review of teleconference guidelines

President Purdy called the meeting to order at 7:35 pm. The meeting was held by teleconference.

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, Treasurer Dave Pullen, Secretary Chris Swan, Ted Bechtol, Steve Jennison, and Larry Vaught. Board members Vice President Mark Foraker, Greg Miller, and Billy Ruppert were not present. BPRA members Elliot Chabot (Governing Documents Committee Chair), Carl Kessler, Marilyn Kessler, and Joe Moeller (Pool Property Helpers Coordinator) were present. There was a quorum. Secretary Swan took the minutes.

3) Approval of Agenda

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

4) Statements by Association Members

Marilyn and Carl Kessler expressed their concerns as to how complaints about rude behavior at the pool are addressed.

5) COVID-19 Issues

a. Rules and procedures

Purdy reported that the rules adopted at the July 21 Board meeting have been posted at the pool.

b. Snack bar update

Jennison reported that the snack bar has not yet opened. The County Health and Human Services Department has authorized the snack bar to open, with the understanding that the County may make an unannounced inspection.

c. other

None.

6) Extension of pool season

Bechtol reported that Clark Baugher (Georgetown Aquatics) is amenable to extending this year's pool season past Labor Day. The Board discussed various options, including opening the pool just on Fridays, Saturdays, and Sundays, versus opening it seven days a week. Jennison pointed out that the last time the season was extended beyond Labor Day (about 20 years ago) very few members used the pool. It was the consensus of the Board that Purdy post a survey on the Civic Association and Swim Team listserves to see if there is interest in the community for extending the 2020 season. Bechtol will ask Georgetown Aquatics to provide cost estimates.

7) Board Meeting Schedule and method of meeting

Purdy recommended that, because of the continuing pandemic, the Board meetings through January 5, 2021, be teleconferences held on Zoom (except the property walk-through). Swan moved that the Board approve the recommendation. The motion was seconded and approved, with Bechtol, Jennison, Pullen, Purdy, Swan, and Vaught in favor, and none opposed.

Purdy noted that the September 12 property walk-through may need to be rescheduled if the pool season is extended.

8) Annual Meeting

Purdy reported that the annual meeting will probably not be able to be held as an in-person meeting, because of the pandemic. Purdy has asked Nancy Bechtol to reconvene the Emergency Response and Planning Committee to look at how the annual meeting can be held, including the annual election of trustees, and with long-standing tradition of holding the BPRA and Strathmore Bel Pre Civic Association annual meetings one after another on the same date.

9) Physical Facilities

Moeller reported that

- There is now a back-up chlorinator on the pool property
- The current plan is to leave the tables and chairs in the pavilion with a tarp over them
- Mice have been spotted in the bathhouse. Moeller has purchased 4 mouse feeding stations for the pool

10) Pool Management RFP

Report and discussion deferred to the next meeting.

11) Budget & Finance

a. Monthly financial statements

Treasurer Pullen expressed his thanks to the work Rita Vaught has done on rebuilding QuickBooks from last September. Rita has almost completed her work.

Pullen reported that the monthly financial statements are not yet ready for distribution. As of July 31, the BPRA has \$184,000 in checking and \$90,000 in money market. Pullen reported that the BPRA is in a good cash position to deal with financial needs for the foreseeable future. Pullen also reported that the insurance policy has been paid in full and that Georgetown Aquatics has been paid for May and June 2020.

b./c. Delinquent accounts and Annual Assessment

Pullen reported that the number of households that have not paid any of their March 2020 dues is down to 20. A fourth delinquency notice will be sent out soon. There are also 24 households that have paid part of their dues (some of the shortfalls are just a few dollars failure to pay some of late fees or interest owed). Some of the 24 households have asked for review by the Assessment Assistance Committee.

d. Bookkeeper search

Pullen reported that 1 proposal has been received and one or two more are expected next week. The proposals will be reviewed by the Finance Committee, before being submitted to the Board.

e. Other items

Pullen reported that, at the end of July, American Community Management (ACM) has returned all of the residual funds that were being held in the BPRA's Union Bank account under ACM's control.

12) IRS Notices

Vaught reported that the IRS has approved the BPRA's request for a waiver of penalties and interest for 2015 (\$9,111.47). A decision has not been received from the IRS for the BPRA's request for a waiver of penalties and interest for 2016 (\$338.85). Vaught will continue to pursue the 2016 waiver.

13) Committee Reports and Administrative Assistant's Report

a. Questions about Reports

No Board members had any questions about the reports distributed before the Board meeting.

b. Nominating Committee: Board Nominations

In the absence of Nominating Committee Chair Foraker, Purdy reported that the Committee has succeeded in recruiting 3 candidates for the Board seats whose terms expire this year: Phil Kominski, Claire Pak, and Cookie Stagnitto. Miller, Ruppert, and Vaught have indicated that they do not intend to run for re-election. Anyone not nominated by the Nominating Committee can still appear on the ballot if they submit to the Secretary a petition signed by the owners of 5 BPRA properties no later than 45 days before the annual meeting.

i. Approval of Funds for Mailing

Pullen indicated that he would like to handle the mailing of the Nominating Committee report in-house, rather than using a mailing house. After discussion, Swan moved that up to \$500 be approved for the mailing. The motion was seconded and approved, with Bechtol, Jennison, Purdy, Swan, and Vaught in favor, and none opposed. Pullen abstained.

c. Grounds and Landscaping

Grounds and Landscaping Coordinator Bechtol reported that he and Sandy Whittley (a licensed tree expert with J.C. Tree – the firm that BPRA has been using for the last 5 years) inspected the trees on the pool property, particularly the white pines. Whittley identified several trees that warranted monitoring and possible mitigation, but found no impending failures that could be identified without further physical examination. She did identify 6 trees (including one behind the Stultz property) that are mostly dead or are leaning severely. She provided an estimate of \$7,550 for removal and clean-up of the 6 trees, plus the pine that fell near the parking lot entrance on July 21. After discussion by the Board, Pullen moved that up to \$8,000 be approved for the prompt removal and clean-up of the 7 trees. The motion was seconded and approved, with Bechtol, Jennison, Pullen, Purdy, Swan, and Vaught in favor, and none opposed.

Bechtol indicated that he will seek an estimate of the cost to have an additional tree expert review the grounds.

d. other

Entertainment and Recreation Committee Chair Swan reported that Paulette Ladas has indicated an interest in having a Shred-It event this year at the parking lot (this was originally scheduled to be part of the cancelled May 9 Spring Thing). Swan will follow up with Ladas.

14) Member Issues

a. 2905 Hewitt – fence

Purdy reported that she received an anonymous complaint about a picket fence. Purdy noted that there is no practical way to respond to anonymous complaints. The BPRA's neighborhood dispute resolution process focuses on BPRA assisting neighbors to work out their disagreements between themselves. The homeowner who had installed the fence had asked about the fence rules last May and Governing Documents Chair Chabot had provided them with a copy of the applicable covenants, and had encouraged them to talk with their neighbors.

b. Gordan Klang email

Purdy reported that she had received a lengthy e-mail from BPRA member Gordan Klang concerning covenant enforcement. Purdy requested that Chabot prepare a summary of the BPRA history of covenant issues, including the position of BPRA's law firm, Thomas Schild Law Group.

15) Other Business

None.

16) Adjournment

There being no further business, the meeting was adjourned at 8:43 pm. The next Board meeting is scheduled for Tuesday, August 18, at 7:30 pm, by teleconference.

Respectfully submitted,

-- Chris Swan, Secretary