

Bel Pre Recreational Association (BPRA) Annual General Membership Minutes of Meeting of November 19, 2020

1) Welcome, establish quorum, overview of agenda

President Karen Purdy called the meeting to order at 7:30 pm. The meeting was held by teleconference (using Zoom), with these teleconference participation guidelines in place:

- Everyone will be muted, unless recognized to speak
- Use the Zoom chat function to ask questions
- You can raise your hand to be unmuted at the appropriate time to ask your question

Purdy announced that 92 proxies have been received. As provided in Article VIII, § 5 of the BPRA By-Laws, the owners of 10% of the lots in the Association constitute the quorum. There are currently 713 lots in the BPRA and therefore the owners of 72 lots constitute a quorum for the annual general membership meeting. Article VIII, § 6 of the By-Laws (as amended December 4, 2018) provides that a lot may be represented by proxy for purposes of establishing a quorum. The requisite number of lots being represented in person or by proxy, President Purdy declared that a quorum was present.

President Purdy extended her thanks to Nancy Bechtol (Chair of the Emergency Response and Planning Committee) and Elliot Chabot (Chair of the Governing Documents Committee), and their committees, for developing the meeting and election rules during the COVID-19 pandemic.

2) Elections, including candidate statements

President Purdy stated that the Board of Trustees is a 9-member board, with staggered terms so that 3 trustees are elected each year. Officers are elected by the Board at its December meeting.

President Purdy introduced the 3 candidates for the three seats on the Board of Trustees to be filled at the meeting: Phil Kominski, Claire Pak, and Maria (Cookie) Stagnitto. Candidate profiles were published in the October edition of *The Bugle* and can be found on the annual meeting page of the community's website. In accordance with § 12A(d) of the BPRA Plan of Organization, ballots were mailed to every BPRA household. Ballots were accepted beginning October 20 at the designated site listed in the Notice, and will continue to be received up until Friday, November 20, at 7:30 pm, when the polls officially close.

In accordance with § 12A(b) of the BPRA Plan of Organization, each of the candidates (in alphabetical order) was given 5 minutes to speak. The 3 candidates (Kominski, Pak, and Stagnitto) then spoke.

At the end of the statements by the candidates, in accordance with § 12A(h)(i) of the Plan of Organization, President Purdy announced that the counting of the ballots will take place on Saturday, November 21, at 4:00 pm. Any member who would like to attend that meeting (via Zoom) should contact Elections Committee Chair Dave Pullen. This announcement also will be

posted on the community's website. Results of the election will be posted on the website and at the pool no later than Saturday, November 28. The full text of the COVID-19 era election rules also is posted on the website.

3) Thank you to exiting Board members

Purdy extended thanks for the service of the 3 trustees who had opted not to run for re-election:

- Greg Miller, Pool and Recreational Facilities Committee Chair and liaison to Georgetown Aquatics. Greg was involved in many projects over the years, including serving as the point-person for the white coating and tile replacement of the pool in 2018. Greg served for many years as President of the Swim Team.
- Billy Ruppert, Webmaster, who has served in innumerable ways. He always was willing to volunteer his help, and most recently was responsible for the new pavilion tables and chairs. Billy has agreed to stay on as Webmaster for several more months as we transition to a new Webmaster.
- Larry Vaught, Treasurer for many years. With his wife Rita (former Assistant Treasurer), Larry converted the BPRA's financial records from paper into electronic format. Larry continues to serve on the Finance Committee, and serves as our liaison with the IRS.

4) Summer 2020, Thank Yous

President Purdy extended her thanks to all of those who made the summer of 2020 a success, despite the challenges of the COVID-19 pandemic.

- Drive-in movies at the pool parking lot
- 4th of July car parade
- Pool opening on June 20 and the extended end date to September 20 (which was done within budget).

Thanks were extended to the Emergency Response and Planning Committee and the Moeller, Foraker, Kominski, Ruppert, and Pak families for all their work.

Purdy announced that Louisa Hoar is stepping down after many years as serving as Pool Pass Coordinator, Pavilion Scheduler, and Tennis Court Keys Distributor. Purdy thanked her and noted that, in her honor, a tree will be planted on the pool grounds with a plaque commemorating her commitment to our community.

5) Governing Documents Committee – new Recreational Facilities Policy, Land Use Covenant Enforcement Policy

President Purdy extended her thanks to Elliot Chabot, Chair of the Governing Documents Committee, for serving as liaison to realtors, title companies, and anyone seeking information on the BPRA's governing documents; for leading the efforts to draft the COVID era election rules and procedures and the COVID era pool rules.

The new BPRA Recreational Facilities Policy was adopted by the Board at its October 2020 meeting. This replaces the pool and tennis court rules that were adopted in 1994, as well as the

pavilion rules adopted in 2008, with an updated, comprehensive set of rules. In drafting the new rules, the Committee attempted to

- Consider current practice;
- Gather feedback about pool rules and other rules and practices;
- Make the language consistent throughout;
- Comply with Montgomery County health regulations that require that certain provisions be included in the pool rules;
- Comply with the Montgomery County Board of Appeals rulings concerning alcohol on the BPRA property; and
- Incorporate various stand-alone policies that the Board had adopted, including the Memorial Tree Policy (2019), the Food Truck Policy (2015), and the Guest Fees Policy (2007).

The Committee is currently working on a Document Retention Policy for the BPRA. After that, the Committee will begin working on a Land Use Covenant Enforcement Policy. Land Use Covenant enforcement is a long-standing complex issue. The Committee will take into account a number of different issues including, but not limited to: the passage of time, the actions of and precedents set by past Boards, existing physical conditions (fences, sheds, etc.), the number of different sections in Strathmore Bel Pre, and the different Land Use Covenants associated with each section, legal precedents, legal advice, legal rulings and enforcement cost. The Board would like community input on this issue. When the committee takes up this task, notifications of meeting will be put on the website and sent via the list serve.

6) Long Term Planning Committee Update

Purdy reported that

- The annual assessment plan, which had been described at the 2019 annual meeting, was passed at the January 23, 2020, special general membership meeting.
- Work on developing concepts for bathhouse renovation has been pushed out, due to the COVID-19 pandemic.
- The pool filtration equipment is now 20-25 years old. The current plan is to replace it soon to prevent an in-season failure which would mean loss of pool use time, and potential higher costs as it becomes an emergency project.
- Several large trees were removed from the pool grounds. Additional trees were pruned as part of the annual maintenance of trees for pruning and removal. A new planting plan for trees and other plants is being developed. Some of those new trees are part of our Memorial Tree program, thanks to Ted Bechtol. The grounds will be reviewed on a yearly basis to identify trees for pruning or removal.
- The basketball court was sealed and parking lot cracks filled, thanks to Bud Kessler
- Tennis courts are in bad shape with several large cracks. Two of the courts are unplayable. The Tennis Committee has been seeking bids for repair for quite some time. We finally have what appears to be a viable proposal and will present it to the Board for consideration early in 2021. The goal is to have the tennis courts repaired in the spring of 2021. This project would include converting one tennis court into 2 pickleball courts.

7) Budget & Finance

Treasurer Pullen reported that the Association's finances were strong, with sufficient cash on hand to manage our anticipated business needs for the remainder of the fiscal year. He also noted that 100% of the 2020 Assessment increase (\$53,475) had been deposited in the Association's Money Market Account, separate from its day-to-day Business Checking Account. Pullen also reported on the status of Assessment collections activity, noting that 91% of the members paid by the end of the grace period on March 31, but that a significant number of homeowners have made either no payment (28 homes) or only partial payment (38 homes). After multiple attempts requesting payment, the Board at its December meeting will be asked to authorize referral of any "no pay" homes remaining as of December 1st to the Association's law firm for collection action.

Pullen also reviewed the recommended FY 22 Budget, covering the period March 1, 2021 to February 28, 2022 and invited members to comment, prior to the Board's acting to finalize the Budget at its January 2021 meeting.

Finally, Pullen advised the membership regarding four prospective initiatives for the Finance Committee, and invited BPRA members to share their thoughts on each:

1. Potentially changing BPRA's fiscal year to coincide with the calendar year;
2. Methods to increase member use of electronic communications, both for their speed of delivery and their substantially lower costs than mass mailings;
3. Researching and implementing a system for on-line payments of Annual Assessments;
4. Updates to the existing Collections Policy.

8) Call for Volunteers

Purdy invited the community to volunteer on any of the many projects that the BPRA is pursuing. Volunteers are particularly needed to serve as

- Chair of the Neighborhood Dispute Resolution Committee
- Block Party and Spring Thing Coordinator
- Webmaster
- Pool Pass Coordinator
- Pavilion Scheduler

Purdy advised the membership that one option the Board is looking into is a pool entry/gateway software system to integrate and streamline many of our management processes. Purdy noted that the Board would welcome any community input, questions, or concerns.

9) Questions & Answers

Through the use of the Zoom chat feature, BPRA members asked questions which were then answered.

10) Pumpkin Contest

Entertainment and Recreation Committee Chair Chris Swan announced that there were 11 contestants in this year's pumpkin contest. The winners were:

- 3rd place – Tyler Kominski (Beacon Hollow Lane) – beauty treatment pumpkin

- 2nd Place – The Miller Family (Burning Bush Lane) – set of 5 carved pumpkins
- 1st Place – The Synkoski Family (Belle Crest Lane) – Cranberry Juice-drinking, skateboarding Jack O’ Lantern.

11) Adjournment

Purdy thanked everyone who was present and urged everyone to come to the annual Town Hall meeting, scheduled for Tuesday, December 1, at 8 pm, on Zoom.

There being no further business, the meeting was adjourned at 8:40 pm.

Respectfully submitted, -- Chris Swan, Secretary