

**Bel Pre Recreational Association (BPRA) Board of Trustees
Minutes of Meeting of July 6, 2021**

1) Call to Order and review of teleconference guidelines

President Purdy called the meeting to order at 7:35 p.m. The meeting was held by teleconference, with the teleconference participation guidelines in place.

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, Claire Pak, and Maria (Cookie) Stagnitto. Board member Phil Kominski was absent. Steve Jennison departed at 8:15 p.m. BPRA members Elliot Chabot (Governing Documents Committee Chair), Jackie Fary-Moeller (Pet Waste Station Coordinator), and Joe Moeller (Pool Property Helpers Coordinator) were also present. Ethan Hutton (Pool Manager, Georgetown Aquatics) arrived at approximately 8:00. There was a quorum. Secretary Swan took the minutes.

3) Approval of Agenda

Purdy presented the proposed agenda for the meeting, with an additional banquet request from the Swim Team. Pullen moved that the agenda for the meeting (as proposed by Purdy) be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

4) Statements by Association Members

BPRA members were invited to speak on any items. Fary-Moeller asked for permission for BSA Scout Troop 763 to use the pool for swim checks and life saving merit badges. Pak moved to approve the request. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

5) Approval of Minutes

Purdy presented the minutes of the June 6, 2021 Board meeting. Pullen moved that the minutes of the meeting be adopted. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

6) Physical Facilities

Pool Property Helpers Coordinator Moeller reported that four spots on the bathhouse roof have been patched and repainted, and that the roof is no longer leaking. The pavilion roof now appears to have a second leak (one previously identified on the pirate ship side of the pavilion) and a new one on the parking lot side. Moeller will examine the pavilion roof the next time it is raining to learn more about these two leaks. The movable basketball standard (on the basketball court) is leaking sand.

7) Georgetown Aquatics Updates

In the absence of a representative of Georgetown Aquatics, Purdy deferred the Georgetown Aquatics updates until later in the meeting. (See item 11A, below)

8) Snack Bar

Purdy reported that the snack bar is now open. Jennison will forward, to the members of the Board, copies of the proposal received from Rod Oo, current snack bar operator. The snack bar will be open from Tuesday to Sunday, 1:00 to 7:00. Stagnitto reported that the snack bar was not open today (Tuesday) as of 1:45. Prices are the same as at the Plaza Del Mercado Pizza Stop (also run by Oo), which are higher than the snack bar was charging when it was run by the Miller family, the previous snack bar operator. There was some concern by Board members that there are no \$1 or \$2 options for snacks, ice cream or pizza.

9) Summer 2021 Pool operating rules and procedures

Purdy reported that she has not received any complaints so far about the current rules – including this year’s limits on the number of guests allowed per member and the restrictions on using the pavilion. Concern was raised by several Board members about the check-in desk not being fully staffed. The BPRA’s contract with Georgetown Aquatics specifies that the check-in desk must be staffed at all times that the pool is open. Purdy will follow up with Georgetown Aquatics on this issue.

10) Swim Team facility use requests

Pak reported that the Swim Team would like to hold their awards banquet on Wednesday, July 28 on the pool grounds until 10:00 pm. The Swim Team would provide 3 lifeguards. The Board discussed the request. Swan moved to approve the request. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

Pak reported that the Swim Team is not proposing to have the Dolphin Dance on BPRA property at this time.

11) Budget & Finance

a. Monthly financial statements

Treasurer Pullen reported that the copies of the monthly financial statements were distributed to Board members before the meeting contained errors in the Budget vs. Actuals: FY 2022 Budget – FY22 P&L report. A revised report will be sent to Board members.

b. Delinquent Accounts

Pullen reported that the number of households who have not paid any of their 2021 dues has fallen to 14. Five additional households have made partial 2021 payments and owe between \$5 and \$40 (late fees, collection costs, and interest). Of the delinquent accounts for prior years that have been referred to Thomas Schild Law Group, one is close to settlement and 8 have been authorized for new law suits. In the case of one homeowner who purchased their home in mid-2019 and who

has paid their 2020 and 2021 dues, but no payment was received from 2019, the current owner has agreed to pay their pro-rated share of the 2019 dues.

11A) Georgetown Aquatics Updates (resumed)

Pool Manager Hutton reported that the combination of mask use by members and the Plexiglas barrier at the check-in desk have made it difficult for members and the desk staff to hear one another. Hutton also reported that the desk staff has not been doing a great job getting and recording contact tracing information from members with season passes. Purdy noted that the time may be coming when the Board should eliminate the season pass option

Hutton expressed concern about the amount of money being held at the desk from guest fees. Treasurer Pullen offered to pick up the guest fee proceeds on a daily basis or at call. Purdy also noted that guest passes may be pre-purchased on-line.

Hutton reported that about two-thirds of the people entering the pool, exiting the pool, or using the bathrooms, are following the 2021 mask rules that the Board adopted.

Purdy pointed out that there needs to be someone at the check-in desk at all times and that there needs to be a second guard in their lifeguard chair whenever there are over 25 people in the pool. Hutton said that he would adjust the staffing levels and talk with the staff about this responsibility.

Hutton reported that last year's staffing level was about 2 hours per day less than the previous year, and that staffing is still at that level this year, despite the increased use of the pool. Hutton also reported that the staff at the Strathmore Bel Pre Pool is great and that he does not see this level of dedication and work ethic at other pools.

Foraker suggested that the Board discuss (at the August 3 Board meeting) extending the 2021 season beyond Labor Day. Swan noted that Labor Day is late this year (September 6).

11B) Budget & Finance (resumed)

c. Assessment Assistance Committee

See the Committee Report distributed before the Board meeting for an update.

d. Change fiscal year to calendar year

Finance Committee Chair Pullen reported that the Committee will consider, later this year, a proposal to amend the By-Laws to change the fiscal year so that it matches the calendar year.

e. Financial Audits

Audit Coordinator Foraker reported that CPA Chuck Rajca has withdrawn as the BPRA's auditor. Foraker recommended reaching out to the auditor who he had ranked second in his Fall 2020 review of 11 audit firms, to see if that auditor is available. Foraker noted that all of the data needed for the FY16 audit has been compiled, as well as most of the data needed for the FY17 audit. Pullen moved that Foraker be authorized to reach out to the auditor Foraker recommended.

The motion was seconded and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

f. Other items

Treasurer Pullen reported that the payment to the Strathmore Bel Pre Civic Association for the SBPCA dues, submitted in response to the February joint mailing from BPRA and SBPCA, will be made shortly. Pullen also reported that the BPRA's tax returns will be filed by the July 15 deadline.

Pullen reported that the Montgomery County Commission on Common Ownership Communities is now collecting data on homeowners who are renting their property. The County Department of Housing and Community Affairs will inform rental property owners that they must bring their accounts current or risk losing their a rental permit.

12) Committee Reports

a. Questions about reports

Nominating Committee Chair Foraker announced that the Nominating Committee will be meeting at the pool pavilion on Thursday, July 8, at 5:30 p.m. Foraker asked that committee chairs notify him of any members of the association who attend their committee's meetings.

b. Entertainment & Recreation

i. Shred event parking lot use Saturday, 9/25

Entertainment and Recreation Committee Chair Swan reported that former Board member Paulette Ladas would like to have the Shred-It Event on the morning of Saturday September 25, rain or shine. If the weather is good, then this would be done in conjunction with the Yard Sale. If it rains, then the Shed-It would be held anyway. Swan moved that the request be approved. The motion was seconded and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

ii. July 17 movie (rescheduled from July 3 rainout)

Swan reported that the July 3 movie (Raya and the Last Dragon) was rained out. Swan moved that the Board authorize use of the hill on the pool grounds to show the movie on Saturday, July 17 with Saturday, July 24 as a rain date. The motion was seconded and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

iii. Disney princess karaoke event , late July or August

Swan reported that Simone Brown would like to hold a Disney princess karaoke event on the grounds or in the parking lot on a Saturday night (7 to 8 p.m.) at the end of July or in August. There would be an admission charge of \$10. Use of Disney's property would be licensed. The event would be for ages 4 and up. The Board discussed the proposal, including insurance coverage and concerns about social distancing needs. Swan suggested that this might be more appropriate for 2022, with either the BPRA and/or the Strathmore Bel Pre Civic Association covering the costs. Pullen moved that the use of the property be denied for 2021. The motion was seconded and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

iv. BlocktoberFest – October 9, 2021 (tentative date)

Swan reported that BSA Scout Troop/Pack 763 is available to help with this year's BlocktoberFest on the weekend of October 9 and that Pak and Stagnitto have also agreed to help. BlocktoberFest is planned for October 9 or 10, from 3:00 to 6:00 p.m. The event, as in prior years, would be held on Rippling Brook Drive, between Bel Pre Elementary School and the Matthew Henson Greenway. A room at the elementary school would be rented to provide bathroom access. Swan noted that resuming BlocktoberFest is particularly important now because there are many new residents in the community.

13) Reserve Study

Purdy reported that, as a result of the recent amendment to the Maryland Homeowners Association Act, BPRA (and the majority of the other homeowners' associations, condominium associations, and housing cooperatives in Montgomery County) must have a new reserve study completed by October 1, 2022. The study must be conducted by a firm that meets the statute's requirements. BPRA will be competing with approximately 700 other associations to get one of the few qualified firms to conduct this study by the deadline. Purdy will reach out to the members of the Long Term Planning Committee for a volunteer to lead the drafting of a request for proposals for the reserve study firm.

14) Plan of Organization

Governing Documents Committee Chair Chabot presented a proposed rewrite of the Plan of Organization to the Board. After extended and robust discussion, particularly about the role of committees and the prerogatives of the Board, the proposal was referred back to the Committee for further review and editing.

15) Other Business

Purdy requested that all committee reports for the August 3 Board meeting be completed by Thursday, July 29.

16) Adjournment

There being no further business, the meeting was adjourned at 9:35 p.m. The next regular monthly Board meeting is scheduled for Tuesday, August 3, 2021, at 7:30 p.m., by teleconference. If needed, the Board will meet on Tuesday, July 20, at 7:30 p.m., by teleconference.

Respectfully submitted,

-- Chris Swan, Secretary