

**Bel Pre Recreational Association (BPRA) Board of Trustees
Minutes of Meeting of August 3, 2021**

1) Call to Order and review of teleconference guidelines

President Purdy called the meeting to order at 7:33 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. BPRA members Elliot Chabot (Governing Documents Committee Chair), Joe Moeller (Pool Property Helpers Coordinator), and Rita Vaught (Bookkeeper) were also present. There was a quorum. Secretary Swan took the minutes. Jennison left the meeting at 8:55 p.m., at the conclusion of agenda item 12.

3) Approval of Agenda

Purdy presented the proposed agenda for the meeting. Swan 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. No statements from association members were made.

5) Approval of Minutes

Purdy presented the minutes of the July 6, 2021 Board meeting. Swan 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

- toilet shut-off valves in the women's bathroom need to be replaced.
- Georgetown Aquatics will get a plumber to repair three urinals in the men's bathroom, to keep them from overflowing.
- The original chlorinator is now in use in the main pump room. It had broken down and needed repairs. While it was repaired, a second (newer) one was in use. The second one now is back in reserve for the future.
- Two security cameras aimed at the gates have been damaged.
- New signs have replaced old, faded signs.
- The roof patches in the bathhouse are under warranty.

Moeller recommended that repairs in the 2 leaks in the edges of the pavilion be deferred until priorities have been set for repair money throughout the property.

7) Georgetown Aquatics Updates

a. Reimbursement request

In the absence of a representative of Georgetown Aquatics, Purdy reported that Pool Manager Ethan Hutton held the annual party for the lifeguards. Hutton has requested donations of (\$80) to cover the costs. Pak agreed to collect donations. No BPRA funds will be used and were not requested.

b. Other updates

None.

8) Pool operating rules and procedures

a. Summer 2021 Rules Updates

Purdy recommended that the 2021 rules remain in effect without any changes. Directions for member photos have been provided to the sign-in desk. Some inquiries have been received about using the pavilion, but there has not been any pushback against the current policy.

b. Guest Fee change - Recreational Facilities Policy Section 207

Purdy recommended that §207 of the Recreational Facilities Policy be amended to set the guest fees at \$4 per person. At the June 8 Board meeting, the Board had amended the 2021 Pool Rules to specify the guest fees at that rate. The proposed amendment would make this change permanent. Jennison moved that the amendment be adopted. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

c. Season Pass option for future years

Purdy reported that of the 714 BPRA households, less than 200 are using the season pass option. Purdy will work with Chris Wright to develop a survey to get a measure for community opinion about the option and will get back to the Board with the results. Depending on survey responses, the Board may consider eliminating the Season Pass option. It may be possible to accommodate Season Pass pool members users via a change in eSoft Planner system.

9) End of 2021 pool season - discuss extending season

At Purdy's request, the Board discussed extending this year's season beyond Labor Day. The consensus of the Board was to leave the last day at Labor Day. Moeller will inform Georgetown Aquatics.

8) Budget & Finance

a. Monthly financial statements

Treasurer Pullen reported that revised June financial statements have been sent out to the Board. The July financial statements are not ready yet. Vaught and Pullen are verifying the HOA assessment data and hope to have the July financial statements distributed by the end of the week.

Pullen reported that the Association has enough money in bank accounts to meet all business needs for the next 90 days. There is approximately \$22,000 in checking and approximately \$200,000 in money market accounts.

b. Delinquent Accounts

Pullen reported that there are a shrinking number of delinquent accounts: 4-5 households have made only partial payments and 11 households have made no payments. Approximately 700 households have paid in full. The third notice for delinquencies will be mailed at the end of August. Households that have not paid by September 30 will be referred by the Treasurer to the Board for collection. All late fees will be enforced (per the Board's June 6, 2021 decision).

c. Assessment Assistance Committee

The household that received a payment plan through a request to the Committee has completed her payments on time, and that case is now closed.

d. Financial Audits

Audit Coordinator Foraker reported that Frank Hajek & Associates - the firm that was the runner up in last year's decision to hire a new audit firm - has indicated that they are still available to do audits for the BPRA at \$995 per year for the four years (FY17, FY18, FY19, and FY20). As Foraker reported at the July 6, 2021 Board meeting, the auditor chosen last year (Chuck Rajca) has withdrawn as the BPRA's auditor.

Foraker moved that the Board accept the proposal from Frank Hajek & Associates. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

e. Other items

None.

1) Committee Reports

a. Questions about reports

Finance Committee Chair Pullen requested that all committee chairs and coordinators send him their estimates of financial needs for next year, so that they can be included in the proposed FY23 budget.

b. Nominating Committee Update

Nominating Committee Chair Foraker reported that the Committee met on July 8. Stagnitto is preparing a welcome letter to new members of the community that would be sent out with the BPRA HOA documents package sent to real estate professionals when a home in the community is being offered for sale.

Foraker would also like to develop a leaflet on how to run for the Board, possibly to be distributed with *The Bugle* twice a year. Foraker will get cost estimates for this and for signage relating to the BPRA election.

Foraker reported that Bechtol, Jennison, and Purdy are running for re-election. Rod Oo is also running for the Board.

Pullen moved that up to \$800 be authorized for mailing the Nominating Committee report to the general membership, as required by the BPRA By-Laws, art. X, § 1. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

c. Entertainment & Recreation

i. Memorial Tree Dedication ceremony for Maury Potosky, at 7 pm

Entertainment and Recreation Committee Chair Swan reported that the Strathmore Bel Pre Civic Association is paying for the memorial tree and plaque and will be hosting the event. The tree will be a maple tree, and is located near the steps to the pool. COVID-19 social distancing rules will be in effect and about 20 participants are expected, including representatives of the Civic Association and the BPRA. The Civic Association will provide a list of expected participants who are not BPRA members. The Civic Association requests that the guest fee be waived for participants who will be there just for the ceremony. Swan moved that the proposal be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

ii. BlocktoberFest costs (October 9, 2021, or 10th) (splitting the costs with the Civic Association)

Swan reported that she will finalize the date with Scout Troop 763 (which will be providing logistical support for the event). Costs for the event will include reserving a classroom at Bel Pre Elementary School (so that BlocktoberFest participants have access to the school's restrooms), signage, and reimbursement for Paul Spelman's pizza ingredients. The Strathmore Bel Pre Civic Association has offered to cover half the costs of the event. Swan moved that the BPRA spend (from non-assessment revenue) up to \$250 for the event. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

d. Grounds and Landscaping

i. Memorial Tree Plaque funds approval

Grounds and Landscaping Coordinator Bechtol reported that the tree plaque in honor of former BPRA Board member Louisa Hoar will cost up to \$350. It should take about a week to be manufactured and a week to ship. Foraker moved that \$700 be authorized for the plaques for Louisa Hoar and Maury Potosky (with the expectation that the Civic Association will reimburse the BPRA for the Potosky plaque). The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

ii. Rain Garden

Bechtol reported that he met with Rainscape staff from the Montgomery County Department of Environmental Protection to review the BPRA property for potential projects. Rainscaping the parking lot and tennis courts appears to be too expensive. Bechtol's brother-in-law (an engineer) will meet with the DEP representatives to see if there are other opportunities for rainscaping and to estimate costs.

e. Tennis and Pickle Ball - Funds approval

Tennis and Pickle Ball Committee Chair Pullen reported that the tennis and pickleball courts are now open. A grand opening/open house will be held on Saturday, September 4, from 10 to 12. Professionals will be donating their time for demonstrations and instruction.

Pullen reported that \$75,000 had been authorized by the Board for the renovation of the courts. \$64,416 was spent on the courts, plus \$8,500 for tree removal near the courts, which left approximately \$2,100. Pullen moved that the remaining funds be authorized to be used to purchase 2 benches, 2 rollers for rain, a replacement trash can, and a display board. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

12) Aquatics Classes - Monday 8/23 and 8/30 and Thursday 8/26 and 9/2

Stagnitto reported that 3 of the 7 nights originally approved by the Board for water aerobics classes were rained out. Stagnitto moved that classes be authorized for August 23, 26, and 30, and September 2. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

13) 50+ Club

Stagnitto reported that she would like to restart the 50 Plus Club, once COVID-19 has passed. One possible event would be swimming 50 miles (or maybe 50 laps) with 50+.

14) Plan of Organization

Purdy thanked the Governing Documents Committee for the revised draft that dealt with issues raised at the July Board meeting. Pullen indicated that he was satisfied with the revisions. Purdy indicated that she was concerned about the phraseology of §110(b) —notice of meetings —and

felt the §330 —duties of the Administrative Assistant —should be updated. Due to the lateness of the hour, further review of the Plan of Organization was deferred to the September 14 Board meeting.

15) Other Business

None.

16) Adjournment

There being no further business, the meeting was adjourned at 9:19 p.m. The next regular monthly Board meeting is scheduled for Tuesday, September 14, 2021, at 7:30 p.m., by teleconference. If needed, the Board will meet on Tuesday, August 17, at 7:30 p.m., by teleconference.

Respectfully submitted,

-- Chris Swan, Secretary