

**Bel Pre Recreational Association (BPRA) Board of Trustees
Minutes of Meeting of September 14, 2021**

1) Call to Order and review of teleconference guidelines

Vice President Foraker called the meeting to order at 7:32 p.m. The meeting was held by teleconference, with the teleconference participation guidelines in place.

2) Roll Call

Board member Stagnitto, serving as Secretary Pro Tempore, called the roll. Board members present were, Vice President Mark Foraker, Treasurer Dave Pullen, Ted Bechtol, Steve Jennison, Claire Pak, and Maria (Cookie) Stagnitto. President Karen Purdy joined the meeting at 7:37pm. Board members Kominski and Swan were absent. BPRA members Jackie Fary-Moeller (Pet Waste Station Coordinator), and Joe Moeller (Pool Property Helpers Coordinator) were also present. Bookkeeper Rita Vaught joined the meeting at 7:45pm and departed at 8:30pm. There was a quorum. Board member Stagnitto took the minutes.

3) Approval of Agenda

Foraker presented the proposed agenda for the meeting. Pullen moved that the agenda for the meeting (as proposed by Foraker) be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, and Stagnitto, in favor, and none opposed.

4) Statements by Association Members

Nothing reported.

5) Approval of Minutes

Deferred until the October meeting.

6) Scout Pack/Troop 763 Request

Fary-Moeller asked for permission for the use of the pool parking lot on Wednesday 9/29/21 from 6:30-9pm for a Join Scouting Night. The scouts under the direction of Moeller will move the backboard into the tennis court area as part of this event. Pullen moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, and Stagnitto, in favor, and none opposed.

7) Physical Facilities

Pool Property Helpers Coordinator Moeller completed the walk through with Purdy and Bechtol on 9/11/21. He submitted his report prior to the meeting and highlighted in blue new, specific items that he addressed in his presentation. See the report received on 9/14/21. Pullen asked for projections for next year's budget. Moeller responded that he would get back to him.

8) Approval of Waste Management contract

Purdy assumed leadership of the meeting at 7:40pm and presented the proposal for the new Waste Management contract. She stated that it is approximately \$70.00 less per month. Jennison moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy and Stagnitto, in favor, and none opposed.

9) Plan of Organization

This agenda item was deferred until the October meeting.

10) Season Pass option

Purdy shared that Chris Wright has agreed to prepare a survey for BPRAs that will be published in the Bugle and posted on the listserv. This will assist the Board in determining options as we move forward regarding the use of, and need for, season passes. Foraker moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy and Stagnitto, in favor, and none opposed.

11) Annual Meeting

Location and format:

The Board agreed that we would keep this year's annual meeting on-line with the same format and rules as 2020.

Elections:

The Board discussed using the election rules established in 2020 for the virtual meeting with the appropriate corrections to the dates and clarification on the ballots as delineated in the pending Draft Amendments to the Plan of Organization. Foraker moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy and Stagnitto, in favor, and none opposed.

Funds approval for annual meeting notice:

Pullen requested funds in an amount not to exceed \$600 for the estimated cost of mailing the required Annual Meeting Notice to all BPRAs homeowners. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy and Stagnitto, in favor, and none opposed.

12) Budget & Finance

a. Monthly financial statements

Treasurer Pullen distributed the BPRAs Financial Statements through end of August. He stated that he hopes this is a final, acceptable, format that he will utilize going forward, subject to the Board's satisfaction.

The package attached consists of:

- Balance Sheet (1-page) (a snapshot of our financial condition as of the last day of the reporting month (in this case, 8/31/21); followed by
- A Listing (1-page) of the specific/individual expenditures made during the report month; followed by
- The “rolling” account (2 pages) of our Financial Activities compared to our Budget that summarizes those Activities for each prior Quarter (in this case, “Q1”), followed by the month-by-month Activity for each month in the current Quarter (Jun-Jul-Aug).

Also included in this package is a one-time-only “catch-up” version that shows all six months of the current fiscal year in the “new” format. It is provided so that Board members have that information immediately available for reference. If, at the end of the fiscal year, the Board wants to see the complete month-by-month data presentation (i.e., without quarterly summaries) that can be produced quickly.

b. Delinquent Accounts

i. Pullen requested approval for referral to Thomas Schild Law Group of any Homeowner accounts delinquent in their entirety as of October 1, 2021.

Jennison moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto in favor and none opposed.

ii. Pullen request Board approval to carryover any Homeowner account with delinquencies of \$60 or less to the 2022 Assessment cycle, if not paid in full by that time.

Jennison moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto, in favor, and none opposed.

c. Assessment Assistance Committee

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

d. Financial audits

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

e. Finance Committee updates

i. Recommendation to propose for Membership approval a Bylaw Amendment to change BPRA’s Fiscal year to coincide with the calendar year. The change would be voted on at the Annual Meeting with the proposed by-law amendment added to the BPRA Board of Trustees ballot.

ii. Recommendation to absorb both eSoft Planner credit card and transaction fees

Pullen moved to approve these requests. The requests were discussed, and the motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto in favor, and none opposed.

13) Committee Reports

- a. There were no questions about reports.
- b. Entertainment and Recreation
 - (1) Pak reported that the Blocktoberfest is scheduled for 10/10 (rain date Sunday 10/17) from 3-6pm with all COVID restrictions and social distancing requirements in place. Pak and Stagnitto are co-chairing this event. Stagnitto made a motion to go forward with this event and to approve renting a room at Bel Pre ES from 2-6pm. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto in favor, and none opposed.
 - (2) Purdy reported that Kominski has requested approval to host a one-hour Trunk or Treat followed by a one hour masked dance event on 10/30 with all COVID restrictions and social distancing requirements in place. Stagnitto made a motion to approve this event. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto in favor, and none opposed.
 - (3) Purdy reported that the Civic Association has requested approval to host the last movie for the year as a drive-in- movie on 10/2 with a rain date of 10/9 with all COVID restrictions and social distancing requirements in place. Pullen moved to approve these events. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto in favor, and none opposed.
- c. Grounds and Landscaping Bechtol requested funds (not to exceed \$500.00) for fertilizer and grass seed. Stagnitto moved to approve the request. The motion was seconded and approved with Bechtol, Foraker, Jennison, Pak, Pullen, Purdy, Stagnitto in favor, and none opposed.

d. Financial Audits

Foraker reported that there was no additional information to add to the report distributed.

14) Tree Dedication

Purdy discussed plans to host the tree dedication for Louisa Hoar. Stagnitto will follow up with Louisa and report back to the board.

15) Other Business

Purdy requested that all committee reports for the October 5th Board meeting be completed by Thursday, September 30th.

Jennison inquired about the timeline to discuss the Administrative Assistant position. Purdy stated this would be discussed as part of the Plan of Organization discussion.

16) Adjournment

There being no further business, the meeting was adjourned at 8:47 p.m. The next regular monthly Board meeting is scheduled for Tuesday, October 5, 2021, at 7:30 p.m., by teleconference.

Respectfully submitted,

Cookie Stagnitto, Board Member