

**Bel Pre Recreational Association (BPRA) Board of Trustees
Minutes of Meeting of June 7, 2022**

1) Call to Order and review of teleconference guidelines

President Karen Purdy called the meeting to order at 7:32 p.m. The meeting was held virtually via Zoom, 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, Claire Pak, and Maria (Cookie) Stagnitto. Board member Rod Oo joined the meeting at 8:15 p.m. Board member Steve Jennison was not present. BPRA members Elliot Chabot (BPRA Governing Documents Committee Chair), Joe Moeller (BPRA Pool Property Helpers Coordinator), and Rita Vaught (BPRA interim Bookkeeper) were also present. Georgetown Aquatics representatives Dillon Haines and Carson Taylor joined the meeting at about 8:00. There was a quorum. Secretary Swan took the minutes. Vice President Foraker left the meeting at 8:51 p.m., after the conclusion of agenda item 13).

3) Approval of Agenda

Pak moved that the agenda for the meeting (previously distributed by President Purdy) be approved with the changes that (1) item 8 be changed from “Facility use requests by members” to “Facility use requests by members and the SBP Dolphins”, and (2) item 14 (Audits/Financial Review) be deferred to the July meeting. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pak, Pullen, Stagnitto, and Swan in favor, and none opposed.

4) Conflict of Interest Disclosure

President Purdy asked the Board whether, based on the agenda just approved, or on any new business which a Trustee intends to raise at this meeting, does any member perceive the need, or intend, to declare a conflict of interest, as that term is defined in the BPRA Conflict of Interest Policy, with any item proposed for discussion or decision at this meeting. No member responded affirmatively.

5) Statements by Association Members

BPRA members were invited to speak on any items. No statements from association members were made.

6) Approval of Minutes (April 2022, May 2022 Board Meeting)

Purdy presented the minutes of the April 5 and May 3, 2022, Board meetings. Swan moved that the minutes of April 5, 2022, be adopted as submitted, and that the minutes of May 3, 2022, be approved with the change to the 4th paragraph of item 15(c) be revised to read:

Bechtol recommended against spraying the cicada killer wasps near the pool entrance. The cicada killer wasps are important to maintaining the local ecology. Bechtol plans to write an article for the June issue of *The Bugle* on the cicada killer wasps.

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

7) Pavilion Coordinator appointment

President Purdy appointed Carmen Wong as Pavilion Coordinator. In accordance with BPRA Plan of Organization § 115(d) and BPRA Recreational Facilities Plan § 601, Pak moved that the Board approve the appointment. The motion was seconded and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

8) Facilities use requests by members and the SBP Dolphins – Pavilion, pool & grounds

Purdy reported that a member has requested that half the pavilion be reserved (along with access to the pool and grounds) for a children's birthday party on June 17, from 2 to 5 p.m., with 30 to 35 people (including approximately 10 non-BPRA members). The proposal was discussed by the Board. In accordance with BPRA Recreational Facilities Policy § 206(c), Pak 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.

Purdy reported that a member has requested that the entire pavilion be reserved (along with access to the pool and grounds) for an adult birthday party on Saturday, June 25, or Sunday June 26, from 3 to 7 p.m., with 45 to 50 people (including 10 to 15 BPRA members). The event would be catered and include entertainment. The Board discussed the proposal. Pak moved that the President be authorized to approve the request for Saturday, June 25, if nothing else has already been scheduled for that time, provided that (1) only half the pavilion may be reserved, (2) no alcohol may be present on the property [Recreational Facilities Policy § 120], (3) no moon bounce may be used on the property, and (4) the President concludes that the activities/entertainment are acceptable for that party. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

Purdy reported that the Dolphins Swim Team has requested use of the pavilion on Tuesday, June 21, from 11:30 a.m. to approximately noon, for the Swim Team's Buddy Breakfast. The Board discussed the proposal. Swan moved that the proposal be approved. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

Purdy reported that the Dolphins Swim Team has requested use of the pavilion on Saturday, July 16, from 8 to 10 p.m., for the Swim Team's annual Dolphin Dance. The Swim Team will provide a life guard/pool operator from 9:00 to the completion of clean-up. The Board discussed the proposal. Pak moved that the proposal be approved. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

9) Masters Swim/Adult Lap Swim pool time

Purdy reported that the Dolphins Swim Team would like to sponsor a masters swim/adult lap swim program, tentatively on Mondays, Wednesdays, and Fridays, from June 20 to July 29, 6:45 to 8:00 a.m. The program would be open to up to 12 adults from the community. The Swim Team would cover the up-front costs for a lifeguard/pool operator. Participants would pay a fee to offset the Swim Team's costs. The Board discussed the proposal. Pak moved that the proposal be approved. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

10) Georgetown Aquatics update

At the request of President Purdy, this item was deferred to later in the meeting [see item 11A].

11) Physical Facilities

Pool Property Helpers Coordinator Moeller reported that:

- The children's pool is not draining properly. Moeller has snaked it for 40 feet without success. Kye Pak has offered to try again. If this is not successful, the problem will be forwarded to Georgetown Aquatics for resolution.
- Several trees were substantially damaged in the May 27 storm. Bechtol has filled in the holes from uprooted trees and the sticks have been removed.
- The Pool Property Helpers group is not generating enough volunteers to get all of the tasks completed. Moeller would like to hire local kids to perform these tasks. Tasks that need completing include fixing chairs and cleaning out the main pump room. Pool and Recreational Facilities Committee Chair Stagnitto and Grounds and Landscaping Coordinator Bechtol would sign off on proper completion of tasks assigned to the kids.

[The Physical Facilities report is continued in item 11B.]

11A) Georgetown Aquatics update [resumed]

Pool and Recreational Facilities Committee Chair Stagnitto reported that Dillon Haines has been hired by Georgetown Aquatics as the Pool Manager. Christian Jenkins is now the Assistant Manager. Stagnitto and Treasurer Pullen expressed concern about the handling of the cash box this season. Pullen stressed that all revenue must be accounted for.

Oo plans to open the snack bar soon.

President Purdy emphasized that only dues paid members (and their guests) may be admitted to the facility. The eSoft system identifies each member whose dues are up-to-date. An events calendar has been provided in the desk binder. Additionally, the manager must make sure that there is proper rotation in the lifeguard chairs.

Grounds and Landscaping Coordinator Bechtol pointed out that the contract with Georgetown Aquatics requires that pool staff do a trash patrol before the pool opens each day. This includes around the play-ground equipment (including the pirate ship) and the parking lot.

Haines noted that Carson Taylor stepped in while Haines was out with an injury during the first weeks of the season.

Purdy indicated that she needs to be notified if Georgetown Aquatics' staff feels that they are being abused by members or if members are being rude to them. BPRA contact information is available at the desk.

11B) Physical Facilities [resumed]

Pullen recommended that asking Georgetown Aquatics to serve as the conduit for hiring local kids to perform maintenance tasks be deferred until after the current negotiations with Georgetown Aquatics

concerning adjusting the labor, chemical, and insurance costs have been completed. Purdy indicated that the mechanics of Moeller's plan would need to be fleshed out before the Board could approve it.

12) Georgetown Aquatics contract extension/renegotiation

Pool and Recreational Facilities Committee Chair Stagnitto reported that Clark Baugher of Georgetown Aquatics has provided information on the increased costs of insurance and chemicals, but has not yet provided dollar figures. Discussions are continuing.

13) Snack Bar plan

Oo reported that he plans to open the snack bar on June 20 (the first weekday after public schools close). He would like to do a soft opening this weekend, contingent on the availability of staffing. If there is enough staff, Oo would like to be open 7 days a week. The menu would include pizza (\$1 - \$1.50 per slice), hot dogs, candy bars, and soft drinks. The most expensive item on the menu (pepperoni pizza) would be \$3 per slice.

Purdy requested that there be signage indicating the hours of operation and requested that a menu be provided for posting on the community website. Oo stated that he would take care of those this week-end.

Oo acknowledged that he took on too much for the 2021 pool season. For the 2022 pool season there will be a warmer for pizza and hot dogs. There will not be any other cooking.

14) Audits/Financial Review

Deferred to the July 12 Board meeting.

15) Budget & Finance

a. Monthly financial statements

Pullen reported that he and interim Bookkeeper Vaught are catching up validating that expenditures have been recorded/attributed properly in the accounting records. The Association currently has approximately \$420,000 in its accounts. Pullen reported that the Association is in fine condition to meet all of its expected business needs through the end of the year.

b. Delinquent accounts/appeals

Pullen reported that the 103 delinquent accounts originally reported have decreased to 38 delinquent accounts. Thirty-three of the delinquent accounts are for the entire amount due (\$395.50 each); 1 account owes \$442 (this year's dues plus a partial carryover from last year); 3 accounts owe \$41.75 each (paid principal, but not late fees, interest, and collection costs); 1 account owes \$25. As provided in § B(1)(ii) of the BPRA Annual Dues Collection Policy, the next delinquency letter will be issued June 15.

c. Authorization for bookkeeper funds

Pullen reported that the funds approved by the Board for bookkeeping services have been exhausted. Pullen moved that up to \$240 per month be authorized for bookkeeping services for three months with Vaught continuing to serve as interim Bookkeeper. The motion was seconded, discussed, and approved, with Bechtol, Oo, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

d. Other items

Pullen reported that the Association has filed an insurance claim with Nationwide for damage caused by the May 27 storm. Detailed estimates of the damage are being secured with the goal of completing by the end of June. Nationwide has appointed an adjuster. The damage includes 120 feet of fencing, 170 feet of barbed wire, and a new top rail for the fence. The coverage (after \$500 deductible) on damage to trees and shrubs has a \$10,000 limit. Any tree identified by BPRA's arborist as a hazard needs to be taken down as soon as possible. Pullen moved that the Treasurer be authorized (after consulting with the President) to file any subsequent claims. The motion was seconded, discussed, and approved, with Bechtol, Oo, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

16) Committee Reports

a. Questions about reports

None..

b. Entertainment and Recreation

Entertainment and Recreation Committee Chair Swan reported that the following events are planned:

- July 4 – Independence Day parades, magician (Michael Chamberlin), and children's field games
- July 17, 4-6 pm, Kominski concert @ the pavilion
- July 31, afternoon – Tony M children's concert @ the pavilion
- September 24, 9 am to noon – Shred-It event @ the pool parking lot
- October 15 (October 16 rain date) – BlocktoberFest @ Rippling Brook Drive, by Bel Pre Elementary School
- October 29, evening – Trunk or Treat @ the pool parking lot

Swan moved that the events be approved. The motion was seconded, discussed, and approved, with Bechtol, Oo, Pak, Pullen, Purdy, Stagnitto, and Swan in favor, and none opposed.

c. Grounds and Landscaping

Grounds and Landscaping Coordinator Bechtol reported that Louisa Hoar has not yet set a date for the dedication of her tree. Brenda Henry's tree is doing well. Signage needs to be made.

17) Other Business

Purdy reported that she, Bechtol, Moeller, and Stagnitto met with representatives of PM+ on June 2 concerning the reserve study. PM+ is making changes to their report based on that meeting and their preliminary draft should be ready shortly.

18) Adjournment

There being no further business, the meeting was adjourned at 9:15 p.m. If needed, the next meeting of the Board will be on Tuesday, June 21, at 7:30 p.m., by teleconference on Zoom. The next regular monthly Board meeting is scheduled for Tuesday, June 12, 2022, at 7:30 p.m., at the pool.

Respectfully submitted,

-- Chris Swan, Secretary