

Bel Pre Recreational Association, Inc – Board of Trustees
July 12, 2022

Board Members Present: Karen Purdy (President), Dave Pullen (Treasurer), Rod Oo, Ted Bechtol, Claire Pak

Board Members Not Present: Mark Foraker (Vice President), Steve Jennison, Chris Swan (Secretary)

Community Members in Attendance: Joe Moeller (through Item 10), Katina Georgallas (through Item 7)

1. Call to Order and review of teleconference guidelines. Meeting was called to order at 7:34.
2. Roll Call: Karen Purdy, Dave Pullen, Rod Oo, Ted Bechtol, Claire Pak. **Absent:** Steve Jennison, Chris Swan, Mark Foraker. Five Board members in attendance; quorum is reached. In the absence of Secretary Swan, Claire Pak agreed to take the minutes.
3. Approval of Agenda. Amendment to item 12. Karen asked to add a discussion of personnel. Pullen moved to approve the agenda with the addition; Bechtol second. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
4. Conflict of Interest Disclosure
 - a. 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 conflicts were declared.
5. Statements by Association Members. Katina Georgallas stated that she was present only to observe the meeting except for agenda item 7. Joe Moeller, on behalf of Jackie Moeller, asked to host a group of Cub Scouts (Pack 763) at the pool to work on water safety on Saturday August 27 from 1:30 to 4:30. In accordance with previous amendment to guest rules, guest fees are waived for the Boy Scouts, and by extension the associated Cub Scout Pack. Pak moved to approve; Bechtol seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
6. Approval of Minutes (June 2022 Board Meeting) – DEFER TO AUGUST
7. Snack bar building façade, other “spruce up” projects. Katina Georgallas suggested a cosmetic upgrade to the snack bar facade, using materials that she has and will donate. Katina is also willing to purchase a sign for the snack bar (see below; additional funds not to exceed \$100).
 - a. Karen Purdy asked a question about the material used in the panels and if it will collect dirt and dust. Katina explained that they are plastic and easy to clean with a hose.
 - b. Katina also suggests an upgrade to the entry corridor; perhaps some pictures of the community. She spoke to pool manager Dillon Haines and requested that staff spend some time cleaning the entryway, removing dust and cobwebs, etc. She also suggested informational signage addressing patron FAQs (hours, guest fees, etc.) The trophy case (lighting and cleaning) and desk (fresh coat of paint) were also

discussed. Katina suggested that a better frame for the record board might make it stand out a bit better.

- c. Karen explained that the Board is open to the suggested changes but that volunteers will be needed to complete the projects. Katina agreed.
 - d. Additional discussion of staff duties; Katina suggests a regular cleaning schedule. Dave reminds all in attendance that the pool staff does not work for the Board, but for Georgetown Aquatics.
 - i. Motion to approve the snack bar facade improvement (additional costs not to exceed \$100). Pak moved to approve; Bechtol seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
 - ii. Regarding additional upgrades to the entryway; Karen suggested that Katina should return with additional detail on projects and estimated costs. Rod will serve as Board POC for this effort. Joe suggested that Billy Ruppert could also assist with design and aesthetics.
 - e. Additional discussion of possible BPRA logo. At a meeting last year, we agreed to solicit community input on a logo design. Ted Bechtol suggested that we revisit this at the Annual Meeting.
8. Pool & Recreational Facilities Chair appointment. Karen Purdy moved to appoint Ted Bechtol. Pullen seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
 9. Georgetown Aquatics update. Dillon Haines joined the meeting and asked for feedback. Claire Pak noted that the pool and facilities look clean and well-maintained and the guards seem attentive and safety-focused. Karen Purdy suggested that guards take a moment to walk the perimeter when they change shifts, rather than heading back to the desk. There is a four-hour span each day in which two guards are usually needed; with only three on duty, the desk would be unattended for a few minutes. Brief discussion of staffing in general; other pools employ a “desk guard.”
10. Physical Facilities
 - a. Approval of fence contract funds, approval of alternate contract signer in absence of Secretary. Joe Moeller presented estimates on the fence work. Potomac Fence is the lowest at \$1400. This estimate was previously reviewed by several Board members and is recommended by Joe Moeller. Pullen moved to approve this estimate; Bechtol seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed. Purdy also moved to change the second signer for **this contract only** to the Treasurer. Bechtol seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
 - i. Note: This change in approval signatures was requested because Board Secretary Chris Swan, who is usually the second signer, is out of town and the work needs to be completed quickly. A signed contract is necessary in order to schedule the work and submit the insurance claim for the storm damage and downed trees.
 - b. Update on misc. projects and approval of payment to Joey Moeller as an independent 1099 contractor. Bechtol moved to approve an itemized invoice not to exceed \$500. Pak seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.

- c. Tree work is in progress; the last tree damaged during the May 27 storm has been taken down and will be chopped up and removed from the pool property in the coming weeks. GA is aware of the missing soap dispenser cover and will replace it. The baby pool is functional now; the drain is clear. Bathrooms and showers are in decent shape.
11. Facility use requests
- a. SBP Dolphins
 - i. Move the banquet from Wednesday (previously approved by board) to Monday, 7/25, with pool games from 5:00 to 5:45 and dinner and awards to begin at 6:00 PM. Pullen moved to approve. Bechtol seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
 - ii. Dolphin games Tuesday, 7/19, 6:30 - 8:45 pm. No rafts. Bechtol moved to approve; Oo seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
 - b. Other
 - i. Friday, 8/5, 3-7pm, approx. 35 people. Approximately 10 BPRA members. Birthday party - pool, grounds and pavilion. Pak moved to approve. Oo seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.
12. Executive Session: Personnel issues and Georgetown Aquatic Contract renegotiation (8:37 – 8:47). Purdy moved that the Board enter Executive Session pursuant to § 111(4)(i), (ii), and (vi) of the Maryland Homeowners' Association Act to discuss matters pertaining to employees and personnel; protection of the privacy or reputation of individuals in matters not related to the home owners' associations business; and to consider the terms and conditions of a business transaction in the negotiation stage where the disclosure could adversely affect the economic interests of the Association and to consult with Board members concerning a matter of potential litigation and other legal matters. Pak seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed. The meeting entered Executive Session at 8:38 PM. At 8:59 PM, Purdy moved to end the Executive Session. Oo seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed. The meeting re-entered General Session at 8:59 PM.
13. Record of decisions made in Executive Session.
- a. The Board voted to accept Clark's request for a 7.15 percent increase for this year. The increase will be paid as a one-time lump sum. The Board will revisit the third year of the GA contract this winter.
 - b. The Board regretfully agreed to accept Cookie Stagnitto's resignation from the Board.
14. Budget & Finance
- a. Monthly financial statements. Pullen briefly reviewed statements including visualizations. Reserve study was completed well under budget. Regarding the budgeted surplus, Dave believes that we are on target to achieve the budgeted surplus number but cannot say for sure until the insurance claim (for tree and fence damage resulting from a recent storm) is processed.
 - b. Review of delinquent accounts; total of about \$9,600 remains outstanding. Several homeowners have agreed to accept payment plans.

- c. Board owes a report to the County on all rental units; the report is due by 7/31. It is hard to determine exactly which properties are or contain rental units. Homeowners are obligated to disclose rental use of their property. The BPRA requests this information yearly on the assessment form (paper form and eSoft form).

15. Committee Reports

- a. LTFC – meeting date for Reserve Study review. Karen received another revision of the Reserve Study. Need to set a date for PM Plus to present the Study to the Board. This should be a separate meeting and not part of a regularly scheduled Board meeting. Possible dates: 7/26, 7/27, 7/28. Tentatively agreed on 7/26, 7:30pm; Karen will ask for input from the rest of the Board.
- b. Grounds and Landscaping
 - i. Brenda Henry tree label - approval of wording & funds. Ted read the proposed wording. Cost will be \$320. Bechtol moved to approve funds not to exceed \$350; Pak seconded. Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed.

16. Meeting adjourned at 9:16 PM.