

Bel Pre Recreational Association (BPRA) Board of Trustees  
Minutes of Meeting of August 2, 2022

**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 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, Steve Jennison, Rodney Oo, and Claire Pak. BPRA members Elliot Chabot (BPRA Governing Documents Committee Chair), Gordon Klang (former BPRA Secretary), and Jay Staggs (BPRA Trustee candidate) were also present. Also present were Dillon Haines (Pool Manager) and Steve Kaufman (prospective BPRA member). There was a quorum. Secretary Swan took the minutes.

**3) Approval of Agenda**

Foraker moved that the agenda for the meeting (previously distributed by President Purdy) be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, 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) Broomall Lane Drainage/Fence Issue**

Purdy reported that former Board Secretary Gordon Klang had submitted a request for BPRA assistance in a dispute with his neighbor concerning a fence and backyard issue which is causing interference with storm water drainage. Klang requested mediation by the BPRA. Oo offered to meet with the neighbor. Oo asked Klang to consider what he would be willing to offer his neighbor as part of the negotiations.

Klang also reported that around July 6, a neighbor of the BPRA pool was playing loud music. Haines indicated that he has heard it once. If he hears it on multiple nights, we will follow up on it. Klang left the meeting at 7:55 p.m.

**7) Approval of Minutes (June 2022 Board Meeting, July 2022 Board Meeting)**

Purdy reported that Swan had distributed draft minutes for the June 7 meeting and Pak had distributed draft minutes for the July 12 meeting. Swan moved that the minutes for June 7 be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, and Swan in favor, and none opposed.

Pullen moved that the minutes of July 12 be approved, with the following amendments proposed by Swan:

1. In item 2, add after the roll call, "In the absence of Secretary Swan, Claire Pak agreed to take the minutes."
2. In item 12, insert a comma between "111(4)(i)" and "(ii)".
3. In item 15(b), replace "B. Henry" with "Brenda Henry".
4. Because Article XIII, Section 5, of the Bylaws requires that "All decisions of the Board requiring a vote shall be by a recorded roll call", each occurrence of "All approved," "All voted to approve," "All voters yes", or similar language, should be replaced with "Purdy, Pullen, Oo, Bechtol, and Pak voted in favor, and none opposed". Additionally, in item 13 there should be similar language indicating who voted how on the 2 motions mentioned -- holding an executive session does not eliminate the Bylaws requirement.

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

### **8) Georgetown Aquatics update**

Haines reported that he believes the pool operations have been going well. A broken toilet seat was repaired today. Broken light bulbs will be fixed in the next few days. A request has been received from a blind member to install assistive lane ropes. Pak researched the cost for assistive lane ropes. Purdy indicated that she would find out if the assistive lane ropes would work in our pool, and that she would reach out to the member.

Haines also reported that tree leaves have been getting into the deep end every day recently. Bechtol noted that there has been a series of storms lately. The pool does have a vacuum for the leaves.

Purdy reported that she has not received any member complaints about pool operations. Haines left the meeting at 8:00 pm.

### **9) Physical Facilities**

#### **a. Update on miscellaneous projects**

Pool and Recreational Facilities Committee Chair Bechtol reported that Pool Property Helpers Coordinator Joe Moeller is on vacation. The internet connection at the pool is not working well and should be upgraded from a residential router to a commercial router. Moeller is researching the issue.

Bechtol will implement the plan for the tarp for the pavilion. Joe Moeller is looking into replacing various bulbs on the property. Joey Moeller has completed assorted maintenance tasks around the property, working with Bechtol. Trash is being serviced appropriately. Clark Baugher (Georgetown Aquatics) has replaced the batteries in the lift chair.

#### **b. Other**

Jennison reported that former BPRA Administrative Assistant Brenda Henry would like to have the dedication ceremony for her tree on August 20 in the afternoon. Jennison will coordinate the event.

**10) Facilities use requests**

**a. SBP Dolphins Swim Team: 8/8 – 9/2, 6:45 am – 8:15 am Masters Swim**

Purdy reported that Masters Swim program has been successful, with quite a few participants. The Swim Team would like to continue the program from 8/8 to 9/2, as long as there are enough participants to cover the costs. Swan moved that the expansion be authorized. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, and Swan in favor, and none opposed.

**b. August 14, 2-5 pm, approximately 40 people, graduation party, pavilion**

Purdy reported that a request has been received to use the pavilion (not the pool) for a graduation party on August 14, from 2 to 5 p.m. Approximately 40 people are expected to attend (many of them relatives of the graduate), including 6 BPRA members. Under § 206(c) of the BPRA Recreational Facilities Policy, requests by a household to use the pavilion, with 26 or more guests on one day, must first be approved by the Board. Pak moved that the request be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, and Swan in favor, and none opposed.

**c. Other**

Purdy reported that a request has been received to use the pavilion on August 11, from 7:30 to 8:30 p.m. for an open community discussion about the proposed Strathmore Bel Pre Village, which is being co-sponsored by the Strathmore Bel Pre Civic Association and supported by the Over 60s Club. Approximately 25 people are expected to attend. Bechtol offered to provide a public address system. Swan moved that the event be approved as part of the Summer Community Affairs Forum Series. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, and Swan in favor, and none opposed.

**11) Snack Bar plan**

Purdy reported that Pizza Stop will not be able to continue to run the snack bar this season. A new snack bar operator will need to be solicited this winter for next pool season.

**12) Nominating Committee Report**

Nominating Committee Chair Foraker reported that 4 Board seats will need to be filled at the Annual General Membership meeting (the seats currently held by Foraker, Pullen, and Swan, plus the seat vacated by Maria (Cookie) Stagnitto's recent resignation). Foraker and Swan are not seeking re-election. The Nominating Committee has identified the following candidates so far: Andy Popovtich (10 year Strathmore Bel Pre resident), Dave Pullen (current BPRA Treasurer), Jay Staggs (long time pool neighbor), and Patrick Weleroth (former BPRA Treasurer). Swan expressed her concern that no women candidates had been recruited. It was noted that it is difficult to find anyone to run for the Board and that no women agreed to run this year.

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

**13) Budget & Finance****a. Monthly financial statements**

Pullen briefed the Board on the draft financial statements he sent out on August 2, 2022. The only outstanding expenditure is \$7,700 for JC Tree. A claim is outstanding with Nationwide Insurance for reimbursement for the tree work. Pullen further reported that:

- The fees due to the Montgomery County Commission on Common Ownership Communities have been paid.
- BPRA Bookkeeper Rita Vaught has been having trouble with QuickBooks.
- The Association is in fine condition to meet all of its expected business needs through the end of the summer.
- The Washington Suburban Sanitary Commission bill was as expected.
- An insurance payment from Nationwide has been received for \$6,950 for storm damage from earlier in the year. Pullen feels that the amount was \$1,200 short of actual storm losses, beyond the Association's \$500 deductible. Pullen will pursue the issue with the insurance adjuster.

**b. Delinquent accounts/appeals**

Pullen reported that the 103 delinquent accounts originally reported, have decreased to 24 delinquent accounts, with a total value of approximately \$8,400. One outstanding account was closed today. As called for in the BPRA Collections Policy, a new delinquent letter will go out no later than September 15 to the 24 accounts. If the outstanding amounts are not paid by September 30, they will be referred to the Association's attorney (Thomas Schild Law Group) for collection. There are currently 7 accounts still pending with Schild – 2 have payment plans, and lawsuits have been authorized for the remaining 5.

**c. Other items**

Pullen reported that the Association's hazmat license payment was 4 years in arrears, but is now current (including \$75 interest). The County had adopted a new electronic system for sending out bills and had out-of-date contact information.

Pullen also reported that the Montgomery County Department of Housing and Community Affairs recently requested BPRA to include rental license numbers as part of our annual report to the agency, where BPRA provides the agency with a list of rental housing within BPRA, to the extent that BPRA is aware of them.

Audit Coordinator Foraker asked for the source of the requirement for an audit. Article XII, § 2(d) of the BPRA By-Laws requires that there be an annual accounting of the financial records by a certified public accountant. The BPRA's last audit covered FY16. Foraker moved that the audit RFP be revised to call for a financial review to catch up with all the years since FY16. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, and Swan in favor, and none opposed.

**14) Committee Reports**

**a. Questions about reports**

None.

**b. Grounds and Landscaping – date for Brenda Henry dedication ceremony – August 20**

Foraker moved that the dedication ceremony for Brenda Henry’s tree be held on August 20 and that former BPRA President Jennison serve as master of ceremonies. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Oo, Pak, Pullen, Purdy, and Swan in favor, and none opposed.

Oo left the meeting at 8:40 p.m.

**15) Other Business**

Bechtol announced that the Over 60s Club will meet on Thursday, August 4, at 5 p.m.

**16) Adjournment**

There being no further business, the meeting was adjourned at 8:43 p.m. The next meeting of the Board (a special meeting concerning the reserve study) is scheduled for Tuesday, August 9, at 7:30 p.m. by teleconference, via Zoom. If needed, a meeting of the Board will be on Tuesday, August 16, at 7:30 p, by teleconference, via Zoom. The next regular monthly Board meeting is scheduled for Tuesday, September 13, 2022, at 7:30 p.m., by teleconference, via Zoom.

Respectfully submitted,

-- Chris Swan, Secretary