

# Bel Pre Recreational Association, Inc. – Board of Trustees Meeting November 7, 2023

1. Call to Order
  - Karen Purdy called the meeting to order at 7:32 PM.
2. Roll Call
  - Claire Pak took attendance.
  - Board members Karen Purdy (President), Dave Pullen (Treasurer), Claire Pak (Secretary), Ted Bechtol, Rod Oo, and Patrick Weltheroth were present. Jay Staggs (Vice President), Steve Jennison, and Andy Popadich were absent.
  - Pool Property Coordinator Joe Moeller, Association member and candidate for the Board of Trustees Charles Meininger, Governing Docs Committee Chair Elliot Chabot, and Entertainment and Recreation Committee Chair Chris Swan; and Georgetown Aquatics Manager Jeff Popera were also present.
3. Approval of Agenda
  - Dave Pullen offered a motion to approve the agenda. Ted Bechtol seconded.
  - Purdy, Pullen, Pak, Bechtol, Weltheroth, and Oo voted in favor. None were opposed. The agenda was approved.
4. Conflict of Interest Disclosure
  - Karen Purdy read the standard request for COI disclosures: Based on the agenda just approved, or any new business that 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?
  - Karen acknowledged a previously declared conflict by Claire Pak, whose son is a summer employee of Georgetown Aquatics.
  - No other conflicts were disclosed.
5. Statements by Association Members
  - Karen Purdy opened the floor for statements by Association members. No statements were made.
6. Approval of Minutes (October 3, 2023 Board Meeting)

- Dave Pullen offered a motion to approve the October 3, 2023 meeting minutes. Ted Bechtol seconded. Purdy, Pullen, Pak, Bechtol, Welteroth, and Oo, voted in favor. None were opposed. The minutes from the October 3, 2023 Board meeting were approved

#### 7. Georgetown Aquatics - Update and end-of-season wrap-up

- Karen welcomed Jeff Popera of Georgetown Aquatics (GA) to provide an update on end-of-season clean-up and winterizing.
- GA has completed most winterizing operations. The pool was partially drained and algicide was added. Water was shut off throughout the facility. The bathrooms were cleaned, - and the building is locked.
- A health inspector visited late in the summer, but that inspector is no longer with the County. The inspector visited when a substitute operator was running the pool. The operator instructed the inspector to send his report to GA, but GA has not received anything yet. Jeff said that the men's shower may need repair, and he will wait for the inspector's report to see if any other repairs are required.
- End of year tasks still to be completed include a new fulcrum for the dive stand, and new pads for ladders.
- Karen opened the floor for questions. Joe Moeller asked if the water fountain had been winterized. Jeff said yes - GA blew out the reservoir and pipes, and put antifreeze in the trap.
- Ted asked if the diving board fulcrum needs to be replaced or repaired. Joe will repair it.

#### 8. Physical Facilities

- After a recent trespass incident, the women's bathroom door and shower seat, and a window screen need to be repaired. Joe Moeller showed photos of the damage. Detective Kye Pak filed a police report. Karen authorized release of the security footage to MCPD.
- Ted Bechtol had earlier provided a list of items in need of repair or maintenance. Lucas Moeller is willing and able to take care of many of these tasks, with oversight and supervision by Ted.
- Joe Moeller also listed the following maintenance and repair tasks: Pump room needs insulation, volleyball net needs to be taken down and stored, picnic tables need to be pressure washed and stored, the pump room drain needs to be animal-proofed, the tennis court net post is in need of repair, a loose deck drain cover near the diving well needs to be fixed, the diving board hardware needs to be replaced, the deck chairs and lounges need attention, the hinge on the personnel gate needs repair, etc.
- Ted proposes contracting with Lucas at the rate of \$20 per hour for no more than 25 hours (total payment not to exceed \$500). Claire moved to approve this

proposal, Ted seconded. Purdy, Pullen, Pak, Bechtol, Welteroth, and Oo, voted in favor. Ted is authorized to hire Lucas Moeller on a temporary basis, at a rate of \$20/hour NTE \$500 total, to complete routine repair and upkeep tasks.

- Joe will install the water filters that the swim team purchased.
- Joe asked about the 6X6 between the road and the tennis court. It is shorter than the others, but may be difficult to remove and replace. Ted mentioned this as a concern. Ted might attempt to fix it himself.
- Dave asked about an end-of-season walkthrough. This will not be an official meeting. Joe will propose a time based on everyone's availability.
- Parking lot crack sealing was completed.

#### 9. Annual Meeting

- The Annual Meeting is scheduled for Thursday, November 16.
- 86 ballots have been returned so far. This number constitutes a quorum, so the meeting will be held as scheduled on 11/16. Dave asked all Board members to return their mail-in ballots if they haven't done so already.
- Karen said that she spoke to a community member who asked why we have not returned to in-person meetings. Karen explained that in addition to lingering COVID concerns, we have also found that attendance is far better when the meeting is held online. The community member who raised the concern said that others share her concern, although she is the first person to have mentioned it to Karen.
- Candidates should be prepared to speak (three to five minutes).

#### 10. December Board Meeting and Town Hall Meeting, Tuesday December 5

- The December Board meeting should not take longer than 30 minutes, as the agenda is limited to electing new officers, and addressing any pressing business. Karen will not be available to attend on December 5. Jay will run the meeting in Karen's absence.

#### 11. January 2024 Board Meeting

- The January meeting is currently scheduled for Tuesday January 2. This meeting needs to be early in the month because the assessment mailing must be delivered to households by February 1. However, January 2 is not ideal since MCPS is still on holiday break at that time. Karen asked the Board to consider rescheduling from January 2 to January 4. Claire moved in favor of this proposal. Dave seconded. Purdy, Pullen, Pak, Bechtol, Welteroth, and Oo, voted in favor. The January Board meeting is now scheduled for January 4. Karen will post the new date on the website.

#### 12. 2024 Appointments

- Chris Swan will step down as Entertainment and Recreation Chair in January 2024. Karen expressed thanks on behalf of the Board and the community.

- All other Committee chairs are asked to notify Karen if they are willing to continue in their current roles, or if they plan to step down.

### 13. 2024 Calendar

- This item was deferred to a future meeting.

### 14. Pool Operator Contract

- Our current contract with Georgetown Aquatics is complete. The contract was for one year with two one-year options. In the past, we have issued RFPs every three years to allow other operators to bid.
- The Board would like to continue with GA. Dave suggested that we simply ask them to submit a bid for next year, rather than issue a full RFP. They have historically been our low bidder, and the Board and community have been very satisfied with their work.
- Elliot Chabot said that there have been instances in which GA was not the lowest bidder; he also feels that it is prudent to request a full proposal, giving both parties the opportunity to ask and answer questions, and allowing the bidders to outline their capabilities. He agreed that a one-time noncompetitive bid might make sense this year, but urged the Board not to make this a regular practice. A change in personnel at GA when Clark fully retires may also make it advisable to request a proposal.
- Dave agrees that this is a one-year exception to the usual bidding process and that we should remain open to putting the contract out to bid again in the future.
- Patrick asked about the three year vs. one year contract term. Karen explained that three years has actually been one year with two option years - prices go up as necessary in each of the option years. Three years at a fixed rate is not practical for GA, as it is not possible to project labor and materials costs two or three years in advance.
- Dave moved to offer a one-year one-time no-bid contract to GA. Claire seconded. Purdy, Pullen, Pak, Bechtol, Welteroth, and Oo, voted in favor. The motion was approved, and the Board will renew our contract with GA for one year provided that GA offers an acceptable price.

### 15. New Member Recruitment (adding new homes to the BPRA)

- Dave explained that we are approaching the last year of the member-approved assessment increase and that it may be time to consider a membership expansion - pool use is very low already. If we can get 10 or 20 new households to join, the additional revenue will offset costs and inflation. He expects that the topic will come up at the Annual Meeting.
- Karen provided background. There are a number of households that are eligible for BPRA membership but are not members. There was an effort a few years ago to offer temporary one-year membership to those households to allow them to consider permanent membership. A few of those households converted to

permanent membership (note that once a household joins the BPRA, the property remains in the BPRA permanently, even if it changes hands).

- Elliot provided additional background. There are about 75 eligible households, all south of the Henson Trail. The membership can also vote to further expand geographic eligibility (for example, to include Layhill Village). Townhouses on Trillium and St. Helen's were part of the original plat, though the properties were not built as part of the BPRA. A geographic expansion could also possibly encompass those areas.
- It was noted that pool use has gone up in the last two years as homes turn over and younger families move into the neighborhood. Any new BPRA homeowners will almost certainly be joining to use the pool, increasing overall facility usage and possibly increasing the need for additional staff, which in turn will increase our pool operation costs. We should keep those factors in mind as we discuss adding homes into the BPRA.

#### 16. Budget & Finance

- Dave sent final financial statements for September, and draft statements for October. The Association has more than enough money to cover its expenses. We expect few if any major expenses during the winter months.
- Tree work was completed within budget, and GA received its closeout payment for the season.
- Dave stressed the need to build our reserve fund.
- As of April 1 2023, there were 106 delinquent accounts. 15 remain delinquent as of today. Of the 15, five were referred to Thomas Schild Law Group (the BPRA's legal counsel, hereinafter referred to as "Schild") last month. The remaining 10 are long-term non-payers. One has filed for Chapter 13 bankruptcy protection.
- Dave said that Schild recommends legal action against two properties - delinquent over a year, multiple attempts to collect. This was taken as a motion. Claire seconded. Purdy, Pullen, Pak, Bechtol, Welteroth, and Oo, voted in favor. Dave is authorized to instruct Schild to proceed with legal action.
- Dave suggests better education of homeowners to let them know that it's better to pay BPRA directly than to wait until their accounts go to Schild. He also suggested that we may need to look at aspects of our collection policy and how it accommodates extreme situations (domestic violence, dementia or other incapacitation).

#### 17. Committee Reports

- Karen opened the floor for questions about the reports. There were no questions.

#### 18. Other Business

- Karen reminded everyone that her term on the Board ends in November 2024. She does not intend to run again. If anyone is willing to take on the role of President, Karen will step aside in December 2023 and will provide support and training.
- Karen also reminded everyone that Dave's term is up in November 2025 and that filling the Treasurer role is crucial.

#### 19. Adjournment

- The meeting adjourned at 8:50 PM.
- Next meeting - Annual Meeting, November 16, via Zoom.