

Bel Pre Recreational Association, Inc. – Board of Trustees Meeting June 6, 2023

1. Call to Order.
 - Karen Purdy called the meeting to order at 7:38 pm.
2. Roll Call
 - Claire Pak took attendance.
 - Board members Karen Purdy, Dave Pullen, Patrick Welteroth, Claire Pak, and Rodney Oo were present when the meeting was called to order. Ted Bechtol and Andy Popadich arrived at 7:43. Jay Staggs arrived at 7:49. Steve Jennison was absent.
 - Governing Docs Chair Elliot Chabot, Entertainment and Recreation Committee Chair Chris Swan, Pool Property Helpers Coordinator Joe Moeller; and Association members Beth Lewis, Deirdre O’Grady, Jackie Moeller, and Louann Rector were also in attendance.
 - Jeff Popera of Georgetown Aquatics attended for Item 8.
3. Approval of Agenda
 - Claire Pak offered a motion to approve the agenda. Rodney Oo seconded the motion.
 - Purdy, Pullen, Pak, Oo, and Welteroth 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?
 - Cosmic Kids’ request to use the pool twice a week was an agenda item, and Rodney Oo disclosed that his child attends Cosmic Kids. He does NOT have a financial interest in Cosmic Kids.
 - Claire Pak disclosed that her child is an employee of Georgetown Aquatics. Claire does not have any other financial interest in Georgetown Aquatics.

5. Statements by Association Members

- Karen Purdy opened the floor for statements by Association members.
- Louann Rector asked about the timeline and process for resolving delinquent assessment payments. Dave Pullen explained that once we refer an account to Thomas Schild Law Group (the BPRA's legal counsel, hereinafter referred to as "Schild"), the matter is in their hands. He provided a bit of additional information about liens and collection processes.
- Currently, there are 12 households whose accounts have been referred to Schild, and a handful of other households whose accounts are past due but who do not yet meet the criteria for referral to Schild.
- Louann also asked about membership privileges for delinquent accounts. Dave explained that delinquent homeowners are not entitled to use the pool or tennis court, nor to reserve the pavilion for parties.

6. Approval of Minutes (May 2023 Board Meeting)

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

7. Facilities Use Requests

- Boy Scouts of America Troop/Pack 763. Jackie Moeller requested use of the pool on June 27, July 11, July 16, and August 26, for Boy Scout water safety and swimming lessons and merit badge tests. Karen provided background - the Boy Scouts hold water safety and swimming tests every summer, with BPRA approval. Ted Bechtol offered a motion to approve the request pending confirmation that no scheduling conflicts exist. Claire Pak seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The Boy Scouts' request was approved.
- Cosmic Kids. Cosmic Kids owners and directors Beth Lewis and Deirdre O'Grady requested permission for Cosmic Kids to use the pool on Tuesday and Thursday afternoons, from 1-3pm, beginning the week of June 19 and continuing through August 11. No more than 30 kids will attend at the same time. Cosmic Kids pays guest fees for non-BPRA members. The Board has approved Cosmic Kids' use of the pool for 23 years. Beth and Dede provided some background, including some information on their safety precautions and behavior expectations for their campers. Karen opened the floor for questions; no questions were asked. Claire Pak offered a motion to approve the request. Ted Bechtol seconded. Purdy,

Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed, and Cosmic Kids' request was approved.

- SBP Village – dates and rules. The Village group is requesting use of the pavilion on the following dates. They are also asking for status similar to that of the swim team and Civic Association, with privileges to reserve the pavilion for exclusive use and for waiver of guest fees.
 - i. Thursday, 6/8/23 - social gathering and business meeting, 6 - 8:30pm. Elliot Chabot reminded the Board that the pool closes at 8 PM on June 8. If approved, the reservation will be for 6 - 8pm.
 - ii. Thursday, 6/22/23 - Fire Safety and Prevention meeting, 6 - 8:00pm
 - iii. Thursday, 7/13/23 - social gathering and business meeting, 6 - 8:30pm
 - iv. Thursday, 8/10/23 - social gathering and business meeting, 6 - 8:30pm
- Karen asked for a motion to approve the Village's requests, and to offer them the same privileges that the swim team and SBPCA enjoy. Dave Pullen moved to approve. Rod Oo seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request was approved.
- Dolphin dance – change date to Sunday, 7/9/23, 5:30pm-9pm (currently approved for Saturday, 7/15, 8-10pm). Claire Pak offered a motion to approve the new date. Jay Staggs seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed, and the request was approved.
- Saturday, 6/17/23, pavilion and pool, 1pm-3pm, 30 guests (20 members and 10 non-members) for a birthday party. Claire Pak offered a motion to approve. Jay Staggs seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request was approved.
- Saturday, 6/17/23, pavilion and pool, 3:30pm-6:30pm, 30 guests (10 members and 20 non-members) for a birthday party. Jay Staggs offered a motion to approve. Ted Bechtol seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request was approved.

8. Georgetown Aquatics Update

- Jeff Popera of Georgetown Aquatics introduced himself. Clark Baugher is scaling back his involvement in day-to-day operations, and Mr. Popera will be our point of contact. He does not anticipate any change in GA's procedures and policies.
- Dave Pullen asked if GA will always have a manager/operator on duty. Mr. Popera said yes, with the exception of August. The certified operators are older (at least 17) and many of them leave early to go to college. GA trains experienced and responsible lifeguards to serve as operators during that time.
- Jay Staggs asked about anticipated maintenance and repairs. Mr. Popera said that the white coat on the pool will likely need to be replaced in two to three years. The pump motor is the only other component that might need attention. Joe

Moeller will oil the motor and keep an eye on it. Additionally, the starter could need repair or replacement.

- Jay asked about staffing levels. Mr. Popera said that current staffing (11 or 12 guards) should ensure adequate coverage. One lifeguard (Christian Jenkins) is no longer on the swim team, and will be available to cover meets.
- Mr. Popera asked for permission to conduct after-hours in-service training about twice a month. Karen asked Mr. Popera to provide dates and times for the training and the staff party, and said that we would vote to approve the request pending the dates. Claire Pak offered a motion to approve. Jay Staggs seconded. Purdy, Pullen, Bechtol, Popadich, Weltheroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request to hold after-hours training and a staff party was approved; dates will follow.

9. Physical Facilities

- Joe Moeller provided an update on the wi-fi system. (Chris Swan requested an article for the next Bugle.) The system and the new cameras are working well. Joe will adjust/add a camera to cover the cash box. Original approved funding amount (\$4,000) was not enough to cover everything that we want the system to accomplish. However, the cameras are able to cover more than in the past, including the pool; and wi-fi service is noticeably better. Final total for the already-implemented changes will probably come in at around \$4,000 as budgeted. Joe will try to determine additional costs to extend the camera coverage.
- There are now two separate wi-fi systems - pool and guest. Guest shuts down from 9 PM to 10 AM. Front desk laptop connects to the pool wi-fi.
- Additional maintenance and repair items: Tighten the hardware on the diving board, get rid of the tire swing, get the desk light on to a different circuit, paint a red line around the backstroke flag poles, and a few other minor repairs. None of these items interfere with pool operations.

10. Snack Bar

- Update. The County inspector visited on June 5. There were several small items that needed remediation but nothing serious enough to prevent the snack bar from operating. The range hood needs to be cleaned; Rod has a contact and will put them in touch with the Durans. Karen asked for a motion to authorize funds to complete the work (the range hood will be the BPRAs responsibility). Karen also asked for a motion to authorize Karen, Claire, and Rod to approve costs associated with snack bar cleaning and maintenance. Jay Staggs moved to authorize necessary funds and to authorize Karen, Claire, and Rod to approve expenses within the authorized amount. Dave Pullen seconded. Purdy, Pullen,

Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request was approved.

- The fire suppression system is not in the health department's jurisdiction but they did note that the system appears not to have been serviced since 2008. It should be serviced every six months. The fire suppression system is connected to the range hood; Rod said that his contact can likely service the system when they clean the hood. The grease trap, not recently used, also needs to be cleaned. Rod said that the cost for this is approximately \$200.
- When the inspector visited, she could not tell if the grate in the bathroom ceiling provides ventilation or not. Joe added this to his list of items to check.
- The grease trap is not in the health department's jurisdiction but they did note that it should be cleaned on a regular basis. Laura Miller last had the trap cleaned in 2019. Rod did not have it cleaned during his time as snack bar operator but noted that no grease went into the sink. Jay and Rod will open the trap to assess its condition.
- The Board discussed reimbursement of the license fee and other fees to the Durans, who spent a significant amount to cover training and license fees. In the past, the BPRA has covered training and license fees for the snack bar operator, and Karen said that we should continue this practice. The license fee is \$375. The training costs for Jen totaled \$620.77. Karen asked for a motion to approve reimbursement of these expenses, plus an additional \$245.77 for training for Alvaro. Jay Staggs moved to approve. Claire Pak seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request to reimburse the training and license expenses was approved.

11. Budget & Finance

- Monthly Financial Statements. Dave distributed copies of the current financial statements. The Association is in good financial shape and has enough money to cover its operating expenses. He walked the Board through the financials, explaining the accounting method (accrual), revenue sources (mostly assessment payments), and expenditures. Expenditures are broken down by type and by vendor. He explained the "pass-through" for the swim team and Civic Association. The BPRA allows members to donate to the swim team and pay their SBPCA membership fees with their assessments - this shows as revenue to the BPRA. The BPRA then disburses the donations and membership fees to the Dolphins and SBPCA, so the same amounts will show as expenditures.
- Dave said that he is open to changing the format for the financial statements and reports, if Board members prefer to see the information in another format.
- 2023 Assessment Payments. Dave explained the process for appeals. The property owner is expected to pay the amount owed first, and then the Board can grant

relief. The process is “blind,” meaning that we hear the case, but do not know the name of the homeowner.

- i. Homeowner A requests a waiver of late fees because they were away and could not pay on time. Brief discussion. Dave recommended against approving this request. All agreed, and the request was denied.
 - ii. Homeowner B requests a one-time exemption due to identity theft. Jay suggested that if the homeowner can produce a police report or other documentation, we should grant relief. All agreed. Dave will notify the homeowner that their request will be approved upon the Board’s receipt of documentation.
 - iii. Homeowner C was late with a payment because BPRA mailed the assessment notice to a former address. Dave recommends relief in this case. Jay Staggs disagreed. Dave provided some clarification on the reason for the incorrect mailing address - it might have been BPRA error. The majority voted to waive the late fee for Homeowner C.
 - iv. Homeowner D purchased the property in August 2022 and is asking for relief because it is a first-time violation. The Board voted unanimously to deny this request
 - v. Homeowner E was late last year and this year. Last year, there was some disagreement regarding responsibility for payment (the person’s father is the actual owner). The Board voted unanimously to deny this request
 - vi. Homeowner F’s settlement company mailed the assessment bill to the wrong PO box number - not the fault of the homeowner. Dave recommended relief. The Board voted unanimously to approve this request
- Since our last meeting, we have reduced the number of delinquencies from 106 delinquencies to 47, with 12 accounts referred to Schild. About \$47,000 remains to collect. Six properties owe less than a combined \$100 (mostly interest or collection costs).
 - We have a number of “habitually delinquent” households. Current policy is to refer to the law firm in October. Dave recommends that we consider a change to this policy. He will work with the Governing Documents committee to draft language

12. At 9 PM Karen asked for a motion to extend the meeting to 9:15 and no later. Claire Pak moved to extend the meeting, Jay Staggs seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed, and the meeting was extended to 9:15.

13. Committee Reports

- Karen opened the floor for questions about the reports.
- Entertainment and Recreation.

- i. Blocktoberfest - date (October 14, rain date October 15) and budget. Scouts are available to assist on this weekend. Jay Staggs offered a motion to approve the date and rain date. Ted Bechtol seconded. Purdy, Pullen, Bechtol, Popadich, Welteroth, Oo, Staggs and Pak voted in favor. No one was opposed. The request was approved.
 - ii. 4th of July activities - additional detail in the Committee Report.
- o Grounds and Landscaping. Nothing to report.

14. The Board reviewed the logo options provided by Billy Ruppert (attached). The Board voted to select the bottom right option as the new BPRA logo.

15. Other Business. No other business was discussed.

16. Adjournment

- o The meeting adjourned at 9:08.
- o Next meeting - 7/11/2023 at the pool.