

Bel Pre Recreational Association, Inc. – Board of Trustees Meeting May 2, 2023

1. Call to Order and Review of Teleconference Guidelines. Karen Purdy called the meeting to order at 7:31 pm.
2. Roll Call
 - Claire Pak took attendance
 - **PRESENT:** Board members Karen Purdy, Jay Staggs, Dave Pullen, Ted Bechtol, Patrick Welteroth, Andy Popadich, Claire Pak, and Rodney Oo (joined a few minutes late, left after Item 9).
 - **ABSENT:** Board member Steve Jennison
 - Governing Docs Chair Elliot Chabot, Entertainment and Recreation Committee Chair Chris Swan, Pool Property Helpers Coordinator Joe Moeller, and Association member Louann Rector were also in attendance.
3. Approval of Agenda
 - Ted Bechtol offered a motion to approve the agenda. Claire Pak seconded the motion.
 - Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, 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?
 - No conflicts were declared.
5. Statements by Association Members
 - Karen Purdy opened the floor for statements by Association members.
 - Association member Lou Ann Rector introduced herself. She mentioned her past service as a Board member, and thanked the current Board for their service.

- Lou Ann asked if there is a timeline for revisions to the land use covenants. She also asked if there is a requirement that 75 percent of households vote to approve any changes.
- Karen explained that the Governing Documents Committee, which is reviewing the covenants, is considering enforcement policy and strategy recommendations, not necessarily contemplating a change to the covenants themselves.
- Governing Docs Chair Elliot Chabot explained that changes to the covenants require approval within each **section** of the community affected by the respective covenants, not community-wide agreement. This happens not via a vote, but by a written agreement signed by a majority of the affected households, which is then filed with the County. Changes can only go into effect on the 10th anniversary of issuance of the original covenant document for that section and then again 10 years later, etc.; unless 100% of the homeowners in a section agree to the changes, in which case the changes can go into effect sooner.
- Elliot explained that this is not a simple process - it is theoretically doable but we have never actually accomplished it. Each section must take on the task of rewriting their own covenants, and each household constituting a majority within the section must sign off on changes. Regarding a timeline for enforcement of existing covenants, Elliot hopes to begin meetings to discuss this during 2023. He referred all attendees to the committee report, which contains specifics regarding challenges to enforcement.
- Lou Ann acknowledged the “daunting” nature of an effort to change covenants, and she recalls the section-by-section requirement from her own time on the Board. She asked how members can learn about their own sections and determine which other addresses fall within each section. This information is on the BPRA website under Rec Association, Streets Within Strathmore at Bel Pre.
- Elliot further explained that there are differences in the covenants, section to section. He emphasized again that changes are not accomplished via a vote. Rather, a simple majority of homeowners within a section must positively affirm their agreement with proposed changes, individually and in writing. Example: 50 households in a section, at least 26 households must agree in writing to any proposed changes.
- Lou Ann asked how to obtain additional information on households within a section. Elliot said that households can find which section they belong to on the website, but information on additional households should be requested through County records.
- Elliot mentioned that he encourages all who are interested to join the Governing Documents committee and get involved in the process.

- Karen asked for additional statements from members. There were no additional statements. Karen invited Lou Ann to remain on the call to observe, and Lou Ann elected to remain.

6. Approval of Minutes (April 2023 Board Meeting)

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

7. Physical Facilities

- Jay reported that he met with Georgetown Aquatics to discuss pool season preparations and repairs. GA will repair the cornerstones on the pool, as well as caulk the edges and the walkway. The ladder pads also need to be replaced. GA provided an estimate of \$3925 to complete the work. Jay moved to request authorization for GA to complete repairs up to \$4,000. Claire Pak seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, Welteroth, and Oo voted in favor. None were opposed. Georgetown Aquatics is authorized to complete repairs up to \$4,000.
- Joe Moeller presented a list of minor repairs, and asked for comments or questions.
- Joe will schedule a structural engineer to inspect the pump room.
- The Spring Thing committee requested use of the dumpster and recycling bin. The dumpster is full, but the recycling receptacle has room. Volunteers will need to take trash home after Spring Thing.
- Joe reviewed the task list for Juan Carlos. He will repair the pirate ship and the swing set, repair a picnic table, etc. A few repairs involve custom carpentry. His estimate for all work is \$1425. Jay Staggs offered a motion to approve Juan Carlos' repair list. Patrick Welteroth seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, Welteroth, and Oo voted in favor. None were opposed. Juan Carlos is authorized to complete repairs up to the amount of \$1425. Dave will prepare a check for a deposit of 33 percent.
- Joe obtained a quote for pressure washing and staining the pirate ship (inside and out) and pressure washing the underside of the pavilion. This is work that would take place in the fall, after the pool season ends. Note that this estimate was obtained in 2022 and will be revised before future consideration by the Board.
- **Pool grounds network and wi-fi upgrade.** The existing system is supported by a residential router and is inadequate for the community's needs. A small group of volunteers including Joe Moeller, Chris Huffine, and Daniel Breeden prepared a proposal to upgrade the network (their proposal is outlined in slides shared with

the Board in advance of the meeting). Summary: A network bridge will be suspended from a pole near the pump room. Wireless access points will point toward the pool where there are no trees to interfere with the signal. This will also solve the problem of trees obstructing the cameras' view of the pool. The router will take over for the DVRs. The new camera angles will capture the diving well and the main pool. Joe said that the bridge will both improve wi-fi service and enhance security by improving the camera view. Joe explains that we also need to update our Verizon plan (currently a residential plan). Jay will handle the agreement with Verizon. The "dream machine" is the router that will be attached to the rack. A UPS will ensure continuous power supply. Devices will be supported by a power-over-ethernet cable. Equipment to purchase includes 4 access points (about \$200 each), the network bridge, and 5 cameras. The main goal is to get the wi-fi repaired and the laptop at the front desk working. Joe believes that this solution will support wi-fi availability for pool users and guests. Members and guests using the wi-fi will encounter a banner requiring agreement with our user policies. Total estimated cost is approximately \$4,000. Jay Staggs offered a motion requesting funds to purchase the router, cameras, WAPs, bridge, switch, etc. He also requested authorization to update our Verizon agreement as part of the motion to authorize funds. Dave Pullen seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, Welteroth, and Oo voted in favor. None were opposed, and the funding request was approved. Joe will order the necessary equipment immediately.

8. Facilities Use Requests

- Karen provided an update on a previous request for a party with 75 guests approved with conditions at the April 11, 2023 Board Meeting. The member amended the original request, reducing the gathering size to 50 guests. This gathering size falls within our standard use policy and does not require additional Board approval.
- June 6. 5 PM - 8 PM - An a cappella group (which includes at least one BPRA member) has requested to use the Pavilion for a rehearsal. Karen asked the group to move the ending time to 7:15, as the Board will be meeting in the Pavilion at 7:30 on that date. If the group needs the full three hours, they can request an alternate date. Jay Staggs offered a motion to approve. Dave Pullen seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, Welteroth, and Oo voted in favor. None were opposed, and the request was approved.

9. Snack Bar Proposals

- Claire Pak provided a high-level overview of the snack bar operation proposal submitted by Jennifer and Alvaro Duran.
- Rod Oo asked if the Durans have any professional food service experience. He offered to provide advice and support.

- Dave Pullen asked if the Durans' proposal mentioned background checks for employees. This was not an RFP requirement. Claire Pak also noted that Georgetown Aquatics does not require background checks for lifeguards, some of whom are not community residents.
 - Rod said that if the Durans are planning to offer cooked items (burgers and fries) the equipment will all need to be inspected and cleaned. Rod is willing to assist with this.
 - Andy Popadich asked about minimum ages of children allowed in the snack bar. His question concerned both safety and child labor laws. The Durans specifically mentioned Maryland's child labor laws in their proposal, noting that their son Jonas will work in the snack bar, which will be considered a family business under Maryland law. Jonas is 13, and permitted to work for a family business under Maryland law. The Board agreed that the Durans must agree that no children younger than 15, other than Jonas, will be permitted inside the snack bar.
 - Claire Pak made a motion that we notify the Durans that the Board is accepting their proposal with the aforementioned considerations. She further moved that a small committee including Karen Purdy, Rod Oo, and Claire Pak would be henceforth authorized to communicate with the Durans and negotiate any other terms regarding their operation of the snack bar.
 - Jay Staggs seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, Oo, and Welteroth voted in favor. None were opposed, and the Durans' proposal was accepted pending their agreement with stipulations. Claire will email the Durans, copying Karen and Rod. Claire, Rod, and Karen are authorized to make decisions regarding start date, inspection date(s), pre-season preparations, etc.
10. Budget & Finance. Dave Pullen explained that he is still struggling with internet access, and waiting for our bookkeeper to return from vacation. As a high-level update, he stated that the Association has sufficient funds to conduct its business. Payment processing is also up to date.
- Monthly Financial Statements - deferred to next meeting.
 - In April, the Association paid about \$25,000 to cover expenses (including the first Georgetown Aquatics payment of about \$11,000). This is consistent with expectations - expenses begin to ramp up in the spring.
 - Thomas Schild Law Group (the BPRA's legal counsel) has reported on new lien notices to homeowners delinquent for more than two years.
 - There was a brief discussion of specific cases.
 - Dave reminded the Board that we need to begin moving forward with the investment policy. He moved to establish an interim investment committee comprising the four officers of the Board. Jay Staggs seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, Welteroth, and Oo voted in favor. None were

opposed, and the interim investment committee was established - members are Karen Purdy, Jay Staggs, Claire Pak, and Dave Pullen.

- We have reduced the number of delinquent accounts from 106 to 79.

11. Committee Reports

- Karen opened the floor for questions about the reports. There were no questions.
- Entertainment and Recreation. No additional updates.
- Grounds and Landscaping.
 - i. The tree planted in honor of Brenda Henry must be replaced. Ted requested funds not to exceed \$250 to replace it. This request was taken as a motion. Jay Staggs seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, and Welteroth voted in favor. None were opposed, and the request for up to \$250 to replace the tree was approved.
 - ii. Tree work. Ted requested funds NTE \$4000 to take care of the deadwood and the pine tree that blew down. Karen explained that we budgeted \$7200 from the Reserve Fund to cover deadwood and tree removal. Ted's request for funds not to exceed \$4000 was taken as a motion. Jay Staggs seconded. Purdy, Staggs, Pullen, Bechtol, Pak, Popadich, and Welteroth voted in favor. None were opposed, and the request for funds to remove dead trees was approved.
 - iii. Jay asked about plans to address the mature pine trees along the road. Ted, in conjunction with our arborist, is continuing to monitor the condition of the pine trees and other trees on the property. There are several trees on his to-be-removed list - this work is planned for a to-be-determined future date, but could occur earlier if conditions warrant.
 - iv. Ted reported that a crew of volunteers has been helping with weed removal.

12. Other Business

- Dave Pullen reported that Nationwide's renewal offer for BPRA's commercial liability policy reflects a substantial (approx. 12%) increase in premium. Payment is due by early June to maintain continuity of coverage. Jay will review the policy and offer any suggestions. The leadership is authorized to renew the existing policy at the increased rate, or to replace it with a less expensive product that provides the same coverages (if such a product is available), in time to prevent any lapse in coverage.

13. Adjournment

- The meeting adjourned at 9:00.
- Next meeting - 6/6/2023 at the pool