

BPRA Committee Reports and Updates for the November 2020 BPRA Board of Trustees Meeting

These updates are distributed to the BPRA Board prior to the monthly meetings and included with the minutes.

1) Pool & Recreational Facilities Committee (Ted Bechtol, Chair):

Inquiries were sent to 5 swimming pool operators based on the listing from the last cycle. The RFP was sent to 4 interested companies by the end of October and a facility tour was provided to a representative from American Pool on October 27th. Bids are due in by November 30th.

2) Entertainment & Recreation Committee (Chris Swan, Chair):

a. Movies at the Pool Parking Lot

Coco - the sixth (and final) drive-in movie of 2020 was held at the pool parking lot on Saturday, October 24. The Strathmore Bel Pre Civic Association (our partner in the Summer Entertainment Series) has expressed an interest in having a drive-in movie next spring, before the pool season starts.

b. Pumpkin Decorating and/or Carving Contest

In place of Trunk or Treat, we are having a pumpkin contest. You carve your pumpkin, paint it, draw all over it, add props, candles, lights, or do anything else with it. Take a photo of it and send it to the Civic Association's Chief Pumpkinmaster (former BPRA Board member Chris Jennison). The Contest has 3 categories 1) Strathmore Bel Pre Pumpkins 2) Spooky or Scary Pumpkins 3) Funny or Cute Pumpkins Photo Entries are due by November 7, 2020.

Chris will post each of the entries on the StrathmoreBelPre.org website and everyone in the community can vote for their favorite pumpkin in each category. The deadline for voting is November 14, 2020. The winners will be announced at the BPRA annual meeting.

c. Dolphin 5K

The Dolphin Dash 5K originally scheduled for last May 25, but was cancelled because of the pandemic. In its place, the Swim Team is sponsoring the 2020 Virtual Durkey Dash 5K where participants will run or walk on their own at any point in the month of November. Deadline to register is Sunday, November 8. As part of the Team's fund raising effort, there will be shirts available for participants. With the Board's approval, the Swim Team would like to use the pool parking lot on Saturday, November 21 from 9-11 am to distribute the shirts.

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d. COVID-19 Order

On November 3, the County Executive issued [Executive Order 122-20 AM](#) which (effective November 6) prohibits all gatherings of more than 25 people at all locations, including parties, receptions, parades, festivals, conventions, and fundraisers. The previous Executive Order ([Exec. Ord. 117-20](#)) had allowed gatherings of up to 50 people.

3) Neighborhood Dispute Resolution Committee (Chair TBD):

Nothing to report. Kp

4) Finance Committee (Dave Pullen, Chair):

At it's 10/6 meeting, the Board approved funds to pay an interim bookkeeper through as late as January 2021 while we continue efforts to identify, interview, and retain a permanent candidate firm (or individual) to perform those services. We have received one formal proposal to date. We are trying to solicit at least 2 more proposals before Finance Committee consideration and recommendation to the Board.

a. Overdue Collections (Dave Pullen):

Assessment collections continue. Several more homeowners have made delinquent payments (most in anticipation of mortgage refinancing or sale of the home). At it's November meeting, the Board will be asked to discuss/decide a timeline for referring those homeowners who have made no effort to pay to our attorney for collection action.

b. Audit Coordinator (Mark Foraker):

We have a contract with Chuck Rajca, CPA to conduct the annual audit of the BPRA for FY 2017, FY 2018, FY 2019 and FY 2020. Mark has begun working on assembling the core information requested and will begin working with Dave and Larry to acquire the requested financial reports and documents. A work plan and timeline will be available in early November.

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c. Budget Planning (Dave Pullen)

At its 10/6 meeting the Board of Trustees approved the Finance Committee's recommended budget with one minor reallocation between accounts. The approved budget was included in the notice to homeowners regarding the 2020 Annual Meeting.

5) Governing Documents Committee (Elliot Chabot, Chair):

a. HOA document requests

Requests for HOA documents, etc. handled by the Chair of the Governing Documents Committee (October 2020):

1. 3229 Birchtree Lane - covenants on fences and columns
2. 3232 Birchtree Lane - HOA documents
3. 3232 Birchtree Lane - status of accounts
4. 14008 Blazer Lane - status of accounts
5. 13416 Hathaway Drive - status of accounts
6. 2803 Homecrest Circle - covenants on fences
7. 13410 Norden Drive - status of accounts
8. 13817 Rippling Brook Drive - certificate of insurance

b. Physical Facilities Rules update project

The recommendations of the Committee for the new pool/pavillion/tennis court/parking lot rules was forwarded to the Board on October 25, along with a comparison between the proposed rules and the current rules.

c. Documents Retention Policy

The Governing Documents Committee will try to meet in November to try to finish drafting the Documents Retention Policy.

d. Covenant enforcement

Once work is done on the Documents Retention Policy, the Committee plans to begin working on developing a written policy on covenant enforcement.

e. Proposed amendments to the ByLaws and Plan of Organization

Items to be included in the next update to the Plan of Organization:

- In § 7A, replace "Long Range" with "Long Term". This will make § 7A consistent with § 1(a)(7).

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- Any others?

f. Special Projects

- Identifying the section number for each address within the BPRA. Once this is done, the list can be used to greatly simplify the process of responding to HOA document package requests.

6) Nominating Committee Report (Mark Foraker, Chair):

Claire Pak; Cookie Stagnito and Phil Kominski are running for the three open seats on the BPRA Board at the annual meeting.

7) Long Term Planning Committee (Karen Purdy, Chair):

Draft 5 Year Plan was adopted by the Board on 10/6/2020.

No meetings currently scheduled. Next steps: find an architect to discuss bathhouse concepts and options with.

8) Grounds and Landscaping Report (Ted Bechtol, Coordinator):

Fall turf maintenance materials including fertilizers, grass seed, and lime, have been procured (\$251, approved up to \$500.00) and applied. Our landscape contractor, Kollins, still has the leaf removal to accomplish.

Contact is being made with prospective third party Certified Arborists to review tree conditions across the property.

Roofs, gutters, and drains have been cleared three times thus far this fall.

9) Tennis Courts Committee (Dave Pullen, Chair):

Mid-Atlantic Asphalt company made a site visit to BPRA tennis courts in late Spring 2020 and has submitted a preliminary proposal for repairs. Recently, we received a layout diagram deemed essential prior to referral of the proposal to the Board for review/approval. By email vote, the Committee approved a motion to advance the Mid-Atlantic Asphalt proposal to the Board. Given time constraints, we anticipate bringing the matter to the Board at its January 2021 meeting. On a related matter, with Louisa Hoar's retirement, I have assumed (temporary) responsibility for distributing tennis court keys to homeowners who request same. A potential "permanent" replacement has been identified to the President for her consideration in recommending the same to the Board.

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10) Administrative Assistant's Report (Brenda Henry, Administrative Assistant):

The full Administrative Assistant's Report is distributed to the Board monthly. Please see that report. kp

11) Pavilion Scheduler/Pool Pass Coordinator/Tennis Court Keys Distributor – (TBD):

Louisa Hoar has completed her end of season tasks and turned over materials to Karen Purdy. Tennis Court key distribution responsibilities and materials have been turned over to Dave Pullen. kp

12) MapMaster Report (Paul Spelman):

Working on adding overlay to the community map to show each of the "sections" of Strathmore Bel Pre.

13) New Member Recruitment Report (Coordinator TBD)

Nothing new to report. See Administrative Assistant's Report for current status. kp

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14) Web Master Report (Billy Ruppert):

Website traffic for October 2020

