

Bel Pre Recreational Association (BPR) Board of Trustees
Minutes of Meeting of March 3, 2020

1) Called to Order

The board convened at Room 138, Bel Pre Elementary School, at 7:32 pm.

2) Roll Call and Attendance

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, Billy Ruppert, and Larry Vaught. Board member Greg Miller was absent. BPR members Elliot Chabot, Angie Chan, Frank Fung, Beth Lewis, Joe Moeller, Deirdre O'Grady and Rita Vaught were present. Secretary Swan took the minutes.

3) Approval of the Agenda

After discussion, the February 4th agenda was approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

4) Statements by Association Members

BPR members were invited to speak on any items. BPR member Frank Fung briefly spoke about the dues increase, and asked that the pool be open more months of the year.

5) Pool use by camps/daycare (Cosmic Kids, 5 Star Kids Camp)

Prior to the Board meeting, President Purdy distributed excerpts of the BPR Board meeting minutes dealing with use of the pool by Cosmic Kids and Five Star Kids Camp from 2005 to 2019. Both Cosmic Kids and 5 Star Kids Camp have used the pool for their summer programs for several decades. Five Star Kids Camp would like to use the pool in 2020 on June 26 and July 3 from 1 pm to 3 pm. They average around 45 kids per swim session. Cosmic Kids would like to continue to use the pool in 2020 on Tuesdays and Thursdays from 12:30 pm to 2:45 pm. They anticipate averaging between 20 to 25 kids per session.

Pullen asked for assurance that each group carried appropriate insurance. Both groups assured that they had appropriate coverage. A motion was made by Foraker to approve both requests provided that each group provides proof of insurance and that the Board should be able to revoke the permission for usage at any time if there are any issues and/or egregious violations of the pool rules. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

6) Facilities - Pump Room

Joe Moeller presented a proposal regarding replacement of the filter housings for the pump room. Clark Baugher, from Georgetown Aquatics, has indicated his willingness to swap out the housings, but had a very short and immediate window of time available before opening the pool took precedence. After extensive discussion, Swan moved that the Board authorize Ruppert to approve a contract with Georgetown Aquatics, not to exceed \$30,000, to procure all necessary and appropriate materials (such as filter housings, associated pipings and valves) for demolition and installation, and to install the new filter housings, in such a manner as not to interfere with the pool season. The motion was seconded and

approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

7) Minutes (January 2020 Board Meeting, January 2020 Special Membership Meetings, February 2020 Board Meeting)

After discussion, Jennison moved that the January 7th minutes be approved. The motion was seconded and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed. President Purdy noted that the Special Membership Meeting minutes were presented as an information item. They will be presented for approval at the next General Membership meeting. Approval of the February 4, 2020 minutes was deferred to the April 3, 2020 meeting.

8) Calendar Date Changes (4/4 property walk through, 9/1 v. 9/15 Board meeting)

Foraker moved that the April meeting/walk through be moved to April 4, from April 18, and that the September meeting be moved from September 15 to September 1. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed. Foraker will take the April 4th minutes, as Swan has a conflict and will not be present.

9) Budget and Finance Reports

a) Financial matters

Treasurer Pullen presented the January 31st Financial Snapshot report, Balance Sheet and Budget Comparison-Income Statement. BPRAs members are in the process of paying their annual assessment dues. Thus far, 267 households (37%) have paid their annual assessment by check and an additional 9 households have paid electronically. The due date for payment was March 1, but members have a grace period through the end of March before becoming liable for interest or late fees. An additional \$2,294 so far has been designated by members for the Civic Association.

b) Delinquent Accounts

Treasurer Pullen indicated that our law firm is actively pursuing payment of the delinquent accounts. One home owner has agreed to a payment plan.

c) Annual Assessment – status of collections, approval for new signs

Additional signs are needed to remind members to pay the annual assessment. After discussion, Jennison moved to authorize Rita Vaught to design, purchase and place the new signs, not to exceed \$165. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed. Larry Vaught noted that approximately 35 houses change ownership each year.

10) Review of Insurance Policies and Adjustments

Jennison and Pullen led a discussion of the BPRAs insurance policies. They reviewed the costs for each individual type of insurance with our insurance agent, to insure the proper coverage and perhaps to save costs. They will research Board questions further and report back next month.

11) Committee Reports

President Purdy indicated that Swan needs to take the County's Commission on Common Ownership Communities training.

a) Long Term Planning Committee

President Purdy requested reimbursement of \$105.18, for costs associated with the Long Term Planning Committee’s presentation at the General Membership Meeting in November 2019. Foraker moved that the reimbursement be approved. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Ruppert, Swan, and Vaught in favor, and none opposed. Purdy abstained.

b) Grounds and Landscaping -- Kollins contract, tree planting, spring tree work

Bechtol moved approval of the 2020 Landscape Maintenance Proposal of \$9,000, by our current landscaping company, Kollins. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

Bechtol moved approval of \$1,100 to plant blue flowering Vitex in two locations: the pump room slope and on the slope between the 2 swimming pools. Vitex are a flowering shrub and will grow 4 to 6 feet tall. Kollins will do the planting. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

For our spring tree work, several trees should be removed (the old oak tree by the pool steps, the large tulip tree near the old horseshoe pits, some dead pines near the awning playground). Bechtol also plans to move around several perennial plants. He plans to clear more of the brush around the perimeter of the pool (near the volleyball court) in the fall. About ¾ of the bush around the perimeter has been cleared so far. Bechtol moved approval of \$14,000 for the tree work, to be done by JC Tree Services. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed

c) Snack Bar Update

The Board discussed the need for a new operator/entity to run the Snack Bar at the Pool, and reviewed Jenison’s initial Request for Proposals for a new Snack Bar operator. After discussion, Ruppert and Jennison will research the details and parameters of proposal further and report back to the Board. Jennison also will reach out to the Montgomery County Thomas Edison High School culinary program, in pursuit of a public-private partnership, with a teacher supervising students.

12) Executive Session – American Community Management

President Purdy moved that the Board go into executive session pursuant to § 111(4)(iv) and (vi) of the Maryland Homeowners’ Association Act to consult with Board members, and the Chair of the Governing Documents Committee concerning potential litigation and other legal matters, and to consider the terms or conditions of a business transaction in the negotiation stage where the disclosure could adversely affect the economic interests of the Association. The motion was seconded, discussed, and approved, with Bechtol, Foraker, Jennison, Pullen, Purdy, Ruppert, Swan, and Vaught in favor, and none opposed.

The Board went into Executive Session at 9:40 pm..

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The Board exited Executive Session at 9:50 pm.

13) Adjournment

There being no further business, the meeting was adjourned.

14) Next Meeting

The next meeting is scheduled for Tuesday April 7, 2020, at 7:30 pm at the Bel Pre Elementary School.
Respectfully submitted -- Chris Swan, Secretary