

**Bel Pre Recreational Association  
Board of Directors  
Minutes of Meeting September 10, 2019**

**CALLED INTO SESSION/ROLL/AGENDA**

1. The board convened in the Pavilion, at 13920 Bethpage Lane at 7:35pm. Board members present were President Elliot Chabot, Steve Jennison, Karen Purdy, Billy Ruppert, and Ted Bechtol. Megan Virga arrived at 7:40 pm. Billy Ruppert left the meeting at 9:10 pm. Board members Gregg Miller, Chris Jennison and Larry Vaught were absent.
2. Secretary Mark Foraker, Acting Treasurer Patrick Welteroth, Entertainment and Entertainment Committee Chair Chris Swan and BPRa members Joe Moeller and Dave Pullen were present.
3. Secretary Foraker called the role and a quorum was present. Chabot suggested that the Physical Facilities report be moved to follow the Approval of the Minutes section to accommodate Clark Baugher of Georgetown Aquatics. A motion to approve the agenda with the adjusted order of items was made by Purdy and it was seconded by Ruppert. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy and Ruppert in favor.

**STATEMENTS FROM ASSOCIATION MEMBERS**

4. BPRa members were invited to speak on any items.  
No statements were made.

**APPROVAL OF MINUTES**

5. The August 6 and August 20 meeting minutes were presented for review and approval. Foraker noted that wording was changed in the August 20 minutes from Bel-Mont Swim League to Prince-Mont and clarifications were made in the BPRa attendance section. A motion to approve the August 6 and August 20 meeting minutes with the adjustments proposed by Foraker was made by Ruppert and it was seconded by Purdy. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy and Ruppert in favor.

**PHYSICAL FACILITIES MAINTENANCE**

6. Clark Baugher from Georgetown Aquatics gave an overview of the items related to pool operations during the 2019 swim season and an update on the conditions of the pool systems.

**a. Bathhouse roof**

Deferred to the walkthrough on Saturday September 14<sup>th</sup>.

**b. Pool close up**

Baugher did not have a specific date on when he will begin the official close up of the pool. Several pools managed by Georgetown Aquatics are remaining open for the next few weeks

and a senior staff member will not be available to assist with the close up until the other pools have closed for the season.

Baugher stated that a full report and a list of items and their condition will be given to the BPRA at a later date. He specifically referenced the age of the filter system and estimates that it will cost between \$10,000 and \$15,000. There was a discussion on the overall condition of the pump room and the group was in favor of replacing the filter system in the near future as it is decades past its expected “lifespan”.

**c. Water meter**

Baugher reported that four plumbers examined the issue and the quotes ranged from \$1,900 (Master Plumbing) to \$8,000, which also included more extensive work. There was a discussion on raising the height of the meter. Baugher stated that this could lead to an increased chance of freezing during the colder months and he recommended against it. A motion to approve replacing the flange and repairing the plumbing leading to the meter for the main pool fill line was made by Purdy and it was seconded by Bechtol. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy, Ruppert and Virga in favor.

**d. Pavilion roof**

Deferred to the walkthrough on Saturday September 14<sup>th</sup>.

**e. Other items**

Bechtol asked Baugher for his perspective on the season. Baugher said that the season went well in general and spoke very highly of the kids that staffed the pool this year. He specified how great the group was and complemented their work ethic.

**TREASURER’S REPORT**

7. Acting Treasurer Welteroth gave an overview of the finances of the BPRA (see the Financial Statements for August 2019 for more details).

**a. Monthly Financial Statements**

Welteroth gave an overview of major expenses from the profit and loss statement. The major expenses are related to Georgetown Aquatics, including the costs associated with the white coating and pump replacement. Costs are slightly over budget largely due to unexpected repairs such as the white coating and the pump replacement.

**b. Treasurer Position Transition**

Welteroth is stepping down as acting Treasurer following this (September 10) Board meeting. Welteroth will continue to support Treasurer Kathleen Dyer during the transition.

**c. American Community Management (ACM)**

Welteroth stated that the initial meeting with ACM went well and that an operating account starting with \$30,000 will be established so ACM can pay bills approved by the BPR. ACM is officially operating in their new role although still transitioning to take over specific activities.

**d. Other Items**

No other items were discussed.

**FINANCE COMMITTEE REPORT**

8. The next finance committee meeting will be held on Thursday Sept 19 at Chabot's home. The committee will start working on the FY 2021 budget and will use the current year budget as starting point. ACM has suggested adding more detail such as breaking out utilities and other budget items. ACM is also working on an updated Chart of Accounts.

**DELINQUENT ACCOUNTS**

9. Pullen stated that he is still getting acclimated to the role of Delinquent Accounts Coordinator and requested info on past processes and documents used for reaching out to homeowners with delinquent accounts. Pullen stated that he will work with Dyer and Welteroth on coordinating this process to ensure policies and procedures are being followed and are consistent among households as well as consistent with the covenants and governing documents.

**FINANCIAL AUDITS**

10. Foraker gave an update on progress. A letter has been drafted to put the RFP in writing. He is gathering recommendations and will also reach out to ACM for recommendations.

**LONG TERM PLANNING COMMITTEE**

11. Purdy Stated that there will be three special general membership meetings in January (the 9<sup>th</sup>, 16<sup>th</sup> and the 23<sup>rd</sup>) focused on the proposed assessment increase. In addition to the Annual General Membership meeting on November 21, there will also be a town hall meeting on December 3<sup>rd</sup>. S Jennison stated that it is important that we are transparent throughout this process and that the community is made aware of what the proxy voting measure means (only used to establish a quorum). It is the intent of Purdy to have extensive justification information available at the annual meeting and that info will include comparisons of the dues at other surrounding communities.

12. Purdy made a request for authorization to reserve space and other related activities to hold the three January meetings necessary for the vote to pass a rate increase. A motion to authorize the Long Term Planning Committee to arrange these meetings and move towards proposing a rate increase for a vote was made by Chabot and it was seconded by Bechtol. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy, Ruppert and Virga in favor.

**GROUNDS AND FENCE MAINTENANCE**

13. Bechtol reported that Kollins Landscaping has started the brush clearing and is about 75% complete. He estimates this to be about \$2,000 worth of work. Bechtol will propose planting new trees and will provide recommendations at the October meeting. He also stated that the perimeter clearing will need to be a routine activity and should be budget on an annual basis. This will help with general maintenance and will be easier for inspection purposes.

#### **REQUEST from CIVIC ASSOCIATION**

14. The Civic Association is looking to increase membership and would like to include the option of joining the Civic Association on the BPRAs dues assessment letter (similar to the Pet Waste Station option). There may be some logistical issues if payments are made with one check and ACM will be consulted for advice. Bechtol moved to include this option on the annual assessment letter and it was seconded by Jennison. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy, and Virga in favor.

#### **RECREATION AND ENTERTAINMENT COMMITTEE REPORT**

15. Updates were made by Swan for the following items.

**a. Summer Entertainment Series**

The series is now complete and it went well.

**b. 50<sup>th</sup> Anniversary Celebration**

Progress is being made on event planning and it is scheduled for the Friday of Labor day weekend. The event is scheduled to run from 7:00—10:00 pm.

**c. Blocktober Fest (and block party grants)**

The event date is for October 19, from 3:00—6:00 pm. Bechtol stated that his house can be used for electric and water if needed. Virga applied for the permit with the rain day scheduled for the 20<sup>th</sup> of October. Virga requested authorization for \$100 to book the school for use of the bathrooms and requested \$300 to purchase traffic cones. The motion to authorize \$100 for booking the school and \$300 to purchase traffic cones was moved by Virga and Purdy seconded. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy, and Virga in favor.

**d. Other items**

No additional items. Talked about Trunk or Treat, Halloween is a Thursday.

#### **FARMER'S MARKET**

16. Virga reported that BPRAs community member (Katerina Georgallas) has shown interest in bringing a farmer's market to the Parking lot of the BPRAs grounds. This concept is in the initial fact finding stage and Georgallas has offered to come to the October 1 Board meeting to discuss this idea. If feasible and approved, it would start in Spring of 2020 at the earliest. Several questions were raised including potential liability, the frequency, times and potential costs to the BPRAs. The Board agreed that all vendors would need to be licensed and that the BPRAs would

need to contact our insurance provider. Virga requested that the Board continue exploration of this concept and invite Georgallas to present at the October Board meeting. Everyone agreed.

### **USE OF PARKING LOT for RVs**

17. Vaught had requested that the Board discuss this issue based on conversations from the list serve regarding parking RVs at or in front of residences in the community and potentially using the BPRA lot for RV parking when the lot is not in use. The Board discussed this issue. Purdy moved to not allow use of the parking lot for RV parking and Virga seconded. The motion passed unanimously with Bechtol, Chabot, S Jennison, Purdy and Virga in favor.

### **WEBSITE, FACEBOOK and TECHNOLOGY**

18. Ruppert sent the website utilization report prior to this meeting.

### **NOMINATING COMMITTEE**

19. C. Jennison, Chabot and Virga are not seeking re-election, which leaves three seats with no incumbents. The committee is actively recruiting community members to run for the open seats with the goal of having six candidates for the three open positions. An emphasis is placed on finding candidates that are “doers” and will be active members of the Board. As of this meeting Treasurer Kathleen Dyer, Secretary Foraker and Recreation and Entertainment Committee Chair Chris Swan have agreed to run for the Board. Nominations are accepted through October 7<sup>th</sup>.

### **GOVERNING DOCUMENTS COMMITTEE – Deferred to October 1 meeting**

#### **ASPEN HILL VISION ZERO:**

20. Chabot gave a brief update and stated that the final meeting of the Aspen Hill Vision Zero Advisory Group is tentatively set for September 18 at the Aspen Hill Library. Montgomery County Planning Board staff are drafting the recommendations and a hearing will be held on those proposed recommendations.

### **ADMINISTRATIVE ASSISTANT’S REPORT and PAVILLION SCHEDULER’S REPORT**

21. The Administrative Assistant’s report was emailed to the Board prior to the meeting, please reference this report for details. The Pavilion Scheduler’s report was also distributed prior to the meeting and will continue to be circulated weekly throughout the pool season.

#### **a: Location of Board meetings starting February 2020:**

The Annual Meeting will be held at Strathmore Elementary School. Room 161 at Bel Pre Elementary School (where the Board has held many of its meetings the last several years) has been converted into a regular classroom and no longer has adult size furniture. Room 138 (the conference room where the Board previously met) is not rentable through the booking system (though the school allows the BPRA to use this room as long as we rent a

classroom somewhere in the building at the same time). This should be considered when the Board decides on its 2020 meeting schedule.

**b. Other items:**

No other items were discussed.

**OTHER**

22. There was no other business raised for discussion.

The meeting adjourned at 9:52 pm.

23. The Board will hold a meeting / property walkthrough on September 14 at 10:00 am at the pool. The next regular monthly meeting of the Board is scheduled for Tuesday, October 1, at 7:30 pm, at Bel Pre Elementary School, room 138.