

## MINUTES OF THE BRPA BOARD MEETING – JANUARY 12, 2021



In accordance with the bylaws, a meeting of the BRPA Board of Directors was held on Tuesday, January 12, 2021 via Zoom.

**BOARD DIRECTORS IN ATTENDANCE:** Cameron Arterton, Ed Coleman, Bill Davidson, Norm Farley, Jay Green, Cheryl Lytle, Tracy Patton and Bill Thomas, representing a quorum of the Board. Reid McLaughlin was also in attendance.

### **The meeting was called to order at 7:30 pm.**

The Board approved the minutes of the Board meeting held on December 8, 2020.

Bill Thomas reviewed the year-end 2020 financial operating results and balance sheet.

Bill noted the discussion he had with Bill Davidson and Ed Coleman regarding the status of the outstanding loan. Following that discussion, Bill Thomas confirmed with the bank that we are properly coded in its system as a non-profit organization and that member dues represent the only collateral for the loan. Bill Thomas will approach the bank to request a lower interest rate for the remaining term and will also research what the cost of a line of credit would be if we decided to replace the loan with a line of credit. Bill Thomas will also develop a five year capital plan as part of assessing whether we need to carry the loan or are we better served by paying it off.

Reid McLaughlin provided an update on the research for a new member management system. Member Splash has provided a demonstration of its system to Reid and Cheryl Lytle. A demonstration of Community Pass still needs to be scheduled. An initial review of the data in our current system has been performed and generally appears sufficient for our needs; however, some further analysis is required. Reid reports that he expects to be in a position to make a recommendation on vendor selection at the next board meeting. If we decide to proceed, following vendor selection, next steps would include documenting our implementation needs and importing data and testing with a potential "go live" date of April 2021.

Discussion ensued on whether we should raise the initiation fee for regular memberships. The sense of the Board was to not do so, but rather leave it the same as last year consistent with an earlier decision not to raise annual dues for the 2021 season.

Discussion ensued on whether to replace or repair (sand and paint) the diving board that was out of service this past year. It was agreed to pursue the repair alternative, but the request was made to check our insurance policy and D&O policy to make sure repairing the board would not impact our coverage. Bill Thomas took that action.

Recognizing the importance of Annapolis Cove members and their many contributions to the pool community, the Board then discussed how best to foster good communications and relationships with Annapolis Cove. Tracy Patton will lead our efforts to do so. Jay Green will reach out to the Annapolis Cove president to discuss how best to identify an Annapolis Cove resident who would serve as a liaison between Annapolis Cove and BRPA.

The Board then discussed and agreed to the policy regarding non-resident BRPA member access to the 2 Herndon beach we want to propose to BRCA for its approval, consistent with the amended Articles of Incorporation. Cameron Arterton agreed to draft a letter including our proposal for Jay Green to send to Ryan Stangle, President of the BRCA board. The proposed policy is essentially the same as was in effect for the 2020 season.

The Board agreed to the following committee chair assignments:

Social: Arterton/Patton

|                 |          |
|-----------------|----------|
| Maintenance:    | Green    |
| ByLaws:         | Davidson |
| Communications: | Lytle    |
| Rentals:        | Lytle    |
| Membership:     | Lytle    |
| Swim Team:      | Patton   |
| ACE Laison:     | Green    |
| Finance:        | Thomas   |

It was noted that the bylaws update needs to be completed in time for the May Membership meeting. Decision on who will serve on the Nominating Committee will be made at a later meeting. Tracy Patton also noted that she will be evaluating pool furniture (budget approved at the December board meeting) that is available to see if it is appropriate for our needs. Bill Thomas noted that one of the areas he will explore as part of the development of a five year capital plan is conversion to a salt water pool.

**There being no further business, the meeting was adjourned at 9:30 pm.**

Ed Coleman  
Secretary