

## MINUTES OF THE BRPA BOARD AND MEMBERSHIP MEETING – MAY 11, 2021

In accordance with the bylaws, a meeting of the BRPA Board of Directors and a general meeting of the BRPA membership was held on Tuesday, May 11, 2021 at the pool clubhouse.

**BOARD DIRECTORS IN ATTENDANCE:** Cameron Arterton, Ed Coleman, Bill Davidson, Jay Green, Cheryl Lytle, Tracy Patton, Bill Thomas and Salley Wood, representing a quorum of the Board.



Also in attendance was Reid McLaughlin.

The meeting was called to order at 7:35 pm. Jay Green reminded those in attendance that this meeting was also a semi-annual membership meeting of the Association.

On behalf of the Association, Jay thanked Reid McLaughlin for his work on the new MemberSplash system.

As the proposed Bylaws had been made available to the membership prior to the meeting, Tracy Patton made a motion that the proposed bylaws be acknowledged as being read (2<sup>nd</sup> reading) and that the proposed bylaws be adopted. Salley Wood seconded the motion and it was approved.

The Board approved the minutes of the Board meeting and the Special Meeting held on April 13, 2021.

Bill Thomas reviewed the April financials membership status. He noted that we now have ten swim team families signed up out of the seventeen offered. Bill T. stated that the memberships are trending ahead of budget this year, but still behind a normal budget year (pre-COVID). Income is up nearly \$20K compared to budget through 30 April; at time of meeting and not included in April financials, income is up \$30K and growing as memberships trend further upward.

It was stated that the fiduciary bond portion of our insurance policy was requested of the insurance carrier as stated by Jay Green and offered by the carrier at no additional cost for two years. Bill Thomas suggested that the carrier should add a rider to the policy showing same. Bill T would follow-up with carrier to make sure it's added.

Ed Coleman raised the question of whether BRPA should pay off its loan now versus incurring interest expense as we pay off the loan over its remaining term. Bill Davidson made the following motion:

*Now that our capital forecast, membership, and bank information are in hand, it is moved that a "Loan Consideration Subcommittee"—comprised of Bill Thomas, Ed Coleman, and Bill Davidson—be charged to evaluate whether we need to carry the loan or are we better served by paying it off and to report its recommendation at, or prior to, the June 8 meeting.*

Cameron Arterton seconded the motion and the motion was approved.

Ed Coleman noted that we still have an open question as to the amount of liability insurance the BRPA carries. Bill Thomas agreed to research the question and provide an answer. Cameron Arterton asked that Bill also provide the amount of D&O insurance the Association carries and a copy of the policy.

Cheryl Lytle reported that MemberSplash implementation has been somewhat challenging as MemberSplash changed the fields on the system without informing us. Cheryl expressed confidence that we will work through the issues. Bill Thomas noted that we have given members a simple and convenient system that seems to be working well, though it does create some extra steps to track payments. Other comments included: Links to Mail Chimp improve efficiency; we need to set up event registration in the system, similar to what has been done for Masters swimming; we need to set up a "store" capability in the system.

There was discussion about how to get member photos into the system if they have not been uploaded. It was agreed we will get a camera for the check-in PC. We will consider Cheryl taking pictures during crunch times and upload to MemberSplash. Lifeguards may also take photos and email to Cheryl for uploading into MemberSplash.

It was agreed that Adult Lap Swim Time will be held Mondays, Wednesdays and Fridays from 10am -11am.

The BRCA summer camp has agreed to take the Gaga ball.

It was noted that on opening day, members will be allowed to bring guests as defined by the Bylaws.

Salley Wood agreed to provide oversight for determining how the Snack Shack will be operated and agreed to ask Jack Callahan for a proposal to operate.

There was no additional information regarding the possible conversion to a salt water pool.

#### **Committee Reports:**

Tracy Patton reported that new tables to replace the black wrought iron tables are expected to arrive in the next three weeks.

Jay Green reported that only a couple of small maintenance tasks are left to complete prior to opening. He thanked Bill Davidson for the diving stand repair facilitated by Bill. Jay noted his appreciation for all those who helped out at Clean Up day.

Opening Day will include the Timber Pizza food truck. Beer and wine will be available. BRPA mugs will also be available for purchase.

The Pig Roast is scheduled for August 21. We need to determine what the fundraising aspect of the Pig Roast will be.

The Musical is scheduled for July 17.

Tracy Patton will confer with Kelsa McLaughlin on plans for the Swim-a-Thon.

Movie night in the pool is also being explored for mid-summer.

#### **New Business:**

There was a report that Annapolis Cove residents were told by the Chesapeake Bay Foundation that they can use the CBF beaches. It appears that some have been using the pool parking lot as part of visiting the CBF beaches. Tracy agreed to follow up to determine what messages have been conveyed to AC residents before the board decides on what actions to take beyond continued communication of the limitation on the use of the pool parking lot by non-residents to pool members while using the pool during pool operating hours and the related policy of incidental use of the Herndon beach in conjunction with a visit to the pool.

There being no further business, the meeting was adjourned at 9:20.

Minutes amended as follows and approved at the June Board meeting to reflect Board decisions since the May meeting :

- Minutes Addendum (Loan pay-off, in person swim meets)
  - Interim Business (Board decisions made since the May board meeting):

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- 1. Following a motion from Bill Davidson to pay off our existing Severn Bank mortgage, and a second by Jay Green, the BRPA Board of Directors, on May 16, 2021 unanimously voted via email to pay off the mortgage from existing BRPA assets. Bill Thomas was authorized to liquidate BRPA's existing Severn Bank mortgage.
- 2. The Board agreed to Erin Jaeger's request to host live, in-person swim meets at the Bay Ridge pool.