BHCA Board Meeting Minutes – held on Wednesday, November 5, 2024

Attendees:
Doug Sims, Mike Cottrell, Craig Campbell, Daryl Happ, Karen Koltz, Mark Koltz, Janet Ciarkowski, Tom Kretz, Jody Koogle, Judith Ricketts, Michele Thornton, and Karen Sims

Pledge of Allegiance

Minutes: Minutes to Record October 2, 2024, *General Membership Meeting*, are accepted.

Treasurer's Report: Jody K – Currently have the September report which is not the last one for the fiscal year – BHCA will receive the final Fiscal Year 2024 report in the middle of November 2024.

- Nothing is unusual in the report. The pool has closed and associated expenses of such have decreased.
- A small expense amount remains for pool maintenance repairs.
    - $21 K for maintenance was for the entire pool season.
        - Monthly cost for the pool is approximately $1500.
    - All pool dues have been paid.
    - $21K for the roof is listed under Property Expenses.
        - 3 checks have been issued to cover $19K for shingles and installation.
    - The pool liner replacement will be listed under the Bank Balances Pool Improvement account (instead of Land Account). $25K in Bank Balances.
    - Current total balance of $213 K.
        - If the pool liner cost is moved to the Pool Improvement account, it will show $25 K less in total, resulting in $189 K in reserve.

Motion to accept, second, no opposition

Shared Drive Issue: Doug S – The former Shared Drive included all historic documents up to the final minutes that the former secretary provided. The shared drive was passed on to the previous President, and once accessed the email access control expired, and all previous documentation is no longer accessible and has been lost.

- If Board Members have any documents for the last few years, Doug will recreate a new shared drive to capture any 2023 and 2024 docs.

- Going forward, one copy of all documentation will be printed hard copy and kept at the Community Association.

Pool Committee Report: Michele T – Last month the Pool Committee agreed to change the language in Pool Rules:

- **Section 3.d.** *Guests and guest passes*. "At any one time, no account is allowed to be accompanied by more than a maximum of 10 guests by reserving thorough the Member Splash system sign-up."
    - Guards will be able to see Guest reservations much like the pool lap lanes. Guest parties are limited to blocks of 2.5 hours.
    - How will guests departure after 2.5 hours be enforced?
        - Possibly restrict the party area to a certain number of picnic tables.
- **Section 3.e**. Notwithstanding the provisions of 3.d, "no account can have more than 5 guests at any one time. If a pool member brings in more than 5 guests under their *family membership*, that is considered a Party, and the pool member will need to sign up the guests via Member Splash. ~~If more than 5 guests, the member will need to sign up a Party of 10.~~"
- Doug will update wording / fine print on Member Splash.
- Carry in, carry out policy - members and guests may not abide.
- Re: the lap lanes – The woman who requested additional lap lane time at the October 2024 BHCA meeting did not attend the following Pool Committee meeting. Change in lap lanes discussion have been tabled until the next Pool Committee meeting.
    - Will consider 30-minute increments, Members can sign up for a max of two consecutive slots.
    - Re: a shared lap lane, some people do not like to share a lane. Discussion will continue with possibly adding a lane maybe for the first hour of the pool opening Mondays through Fridays.
        - This lane would be where the slide currently comes down and may cause angst for child members if they are unable to use the slide during this time.
- Re: the Swim Team, BHCA is owed BHCA fees for every swim team member whose family does not have a pool membership. The total amount that is currently due for the 2024 season is unknown.
    - Payment from the swim team was due in the summer, but the swim team representative says they put the wrong address on the envelope. "The check will be in the mail." Unable to track how much money

should have been received from the swim team, and a late fee should be assessed.
  - Records should be sent to the BHCA Treasurer for IRS purposes.
  - Consider expressing to the swim team that late payment / lack of payment is unacceptable. The fiscal year is over, and payment has not been received.
  - Swim team season goes till mid-July. The community association is used in May to sign up for the swim team.
  - The Pool Committee will review the Document of Understanding (DOU) to ensure language is present reflecting timelines of payment.
  - The swim team currently has $13K in their operating account.
  - It is unknown if swim team member names are reconciled with BHCA membership list.
  - Per the DOU, accounting should be completed by July 31st.
    - Under *G. Financial*, … "add if payment is not received by July 31, then there is a penalty fee of XX."

Update on Sidewalk Issue: Mike C – A Public Informational Community Meeting is scheduled for December 10, 2024, from 7:00-8:30 pm at the Middletown Primary School.

- The Office of Project Management personnel will review the project proposal, provide previous design build plans, and show updated design build plans.
- The Office of Project Management has requested the BHCA to assist with distributing "door hangers."
  - Mike C. will have "door door hangers" delivered on Thursday, November 7, 2024, and board members will assist in dissemination where homeowners are affected with this county improvement project.
  - Ivy Brown is the new Project Manager associated with this project. The Office of Project Management requests "door hangers" are disseminated by Friday, November 8, 2024, in time for scheduled December 10, 2024, Public Informational Community Meeting.
- It is unknown if the Office of Project Management will prepare and provide public announcements regarding the project.
- All Office of Project Management personnel currently associated with this project are new.

Roof Replacement Status: Craig C/Mike C – A new roof was completed six or seven weeks ago, and 3 checks were issued for the payment balance.

- The community center roof was completed at the end of September 2024.
- The locust tree next to diving pool will be removed next week.
- The pool pump house roof replacement will not occur for at least four years.
- The pavilion also has a new roof.

Misc Reports/Discussion:

- The Boy Scout food drive is on Saturday, November 9, 2024.
    - Donations go directly to the Middletown Food Bank.
    - The number of local families in need has been increasing over the last several years.
- The BHCA will need to review the budget to replace the front community walkway and two decks with Trex. Cost could potentially be offset with volunteer help. Consider replacement in late winter or early spring.
    - The BHCA can spend up to 10% of budget without getting membership approval.
- The BHCA Park cleanup day occurred a few weeks ago. There is some rotted wood on the pavilion, although the two most damaged columns have been replaced. Need to consider repainting the pavilion.
- There is a broken bench at the BHCA Park basketball court. The benches are lightweight.
    - Darryl will remove the broken bench soon.
    - The BHCA need to consider installing concrete pads with heavy duty benches.

Newsletter Input: due Wednesday, November 13, 2024

- An article regarding the upcoming Public Informational Community Meeting regarding the Sidewalk Project will be included.

Meeting adjourned at 8:35 pm.

Next Meeting scheduled for January 8, 2024.