

**BURKE STATION CITIZENS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES**

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**BSCA COMMUNITY ROOM**

**June 11, 2024**

**1) Call to Order**

Meeting was called to order at 7:05 PM by Ali O'Connell.

**2) Roll Call**

In attendance:

Alison O'Connell, Vice President – Swim Club/Community Center Committee Co-chair

Susan Carter, Secretary

Rachel Lynch, Treasurer

Patrick Kirby, Architectural Standards – Architectural Committee Co-chair

Juan Masias, External Affairs – Parking, Safety & Security Committee Co-Chair

Richie Rodriguez, Infrastructure – Infrastructure Committee Co-chair

Deirdre Daumit, Swim Club/Community Center Committee Co-chair (non-voting advisor)

Not in attendance:

Cindy Brown, Burke Townhouse Association (BTHA) President (non-voting)

One vacant Board position – Infrastructure

One vacant Board position – President

Holly Hobbs - new board member

**3) Meeting minutes from April 2024 will be reviewed and voted on at the next meeting (August).**

**4) Board Elections**

- Alison O'Connell moves to appoint Susan Carter as **President**, Rachel Lynch seconds. All in favor
- Alison O'Connell moves to appoint Rachel Lynch as **Treasurer**, Patrick Kirby seconds. All in favor
- Rachel Lynch moves to appoint Alison O'Connell as **Vice President**, Richie Rodriguez seconds. All in favor
- Susan Carter moves to appoint Richie Rodriguez as **Infrastructure – Infrastructure Committee Co-chair**, Alison O'Connell seconds. All in favor.
- Alison O'Connell moves to appoint Patrick Kirby to **Architectural Standards - Architectural Committee Co-chair**, Rachel Lynch seconds. All in favor.
- Alison O'Connell moves to appoint Juan Masias to **External Affairs – Parking, Safety & Security Committee Co-Chair**, Rachel Lynch seconds. All in favor
- Alison O'Connell moves to appoint Holly Hobbs as **Secretary**, Rachel Lynch seconds. All in favor.

**5) Board Reports**

**Vice President**

- BSSC is currently at 205 memberships, six memberships this week alone. Current totals are approximately \$92,000 net through May. Additionally, some smaller outreach is being done (first day swim party, bake sales, "kickbacks" from food trucks (approximately

5-10% of profits over the minimum)), bake sales to accompany food trucks. Original goal has been exceeded by over \$8,000.

- Swim Club
  - Swim club contract is the third of the three years. After next year Ali will review and look at bids for recompetete.
  - Financial Contract - Rachel will connect with Sequoia and provide any applicable updates at the next meeting.
  - Landscape Contract - HLS contract review, Deirdre will send current contract to the infrastructure email, Susan will get updated email information to Richie to log in.

## 6) Old Business

### Sponsorships

Revisited the idea of sponsorships for the pool, previous concerns included issues with taxes. Confirmed we are a C4 non-profit organization. Ali will work with Richie on developing a potential avenue to have donations collected online. Additional ideas include a late night pool event as a thank you, and other benefits. Rachel will contact Sequoia regarding any potential tax implications.

### Miscellaneous

Post map of BSCA & BTHA land parcels on webpage (Annual Meeting open item)

Air conditioning in the community center - community member that owns a current cooling and air company were called to review. Compressor is dead, a new compressor has been ordered (last compressor is under warranty for parts.)

Deirdre is researching cameras for the front of the building, will communicate costs to the Board.

Food trucks information posted to New to the Porch, food trucks posted to the home-page website.

## 7) New Business

### Purchase Request

We have exceeded what was budgeted for the pool, one of the desired items for the pool is a robotic vacuum. The current vacuum is not working, based on product age and mechanics. There is debris on the bottom of the pool, which causes additional issues with the pumps while also being uncomfortable for swim members.

Deirdre has done research regarding the best options, as well as spoken to a pool specialist acquaintance. They recommended a good brand that would decrease the amount of time utilized by the lifeguards to clean the surface, as well as provide a service that we can not provide (removing silt at the pool bottom). The recommended model runs on an extension cord and comes with a two year warranty, lifetime is approximately 7 years. **Ali moves to purchase the robot vacuum (Dolphin - Wave 100 Commercial Robotic Pool Cleaner with Caddy) at the cost of approximately \$3,999, plus applicable taxes. Patrick seconded, all in favor.** The Board is interested in an extended warranty, Deirdre confirmed they do not offer this option. Susan will review the swim club insurance contract to look at liability and coverage - Deirdre will specifically note that the vacuum will not run on weekends (Friday-Saturday).

### **Community Center Inquiry**

Deirdre has asked for Board review for a request for DJ at a party in September (considerations: An extra cost, start/stop time, the renter being responsible for any noise violations that occur). Sue can check insurance to look at coverages for things such as DJing/catering. Deirdre will get additional information from the renter regarding equipment being used and connect with the Board via email or at the next meeting.

July 4th: Open House. **Rachel moves to provide food and drink to attending members, guests and community members at no cost to the value of approximately \$400. Patrick seconds, all in favor.**

### **Community Request**

Ladies Nights/Adults Night. A community member is proposing not closing the pool early but having the pool open longer, and the food being provided by potluck. Extended hours would be an additional cost, and 10:00 PM is the latest time allowed. Minimum, a pool operator plus one lifeguard. Approximate minimum would total \$100 for guards/coverage. Community association to provide venue, water, tea and paper products. Cost to cover safety is \$22.50 per guard, \$31.00 per pool op (perhaps overtime). Ali will research an actual cost for guards/staffing, though the pool will not operate past 10:00PM, and put together additional information regarding the options and will communicate to the board.

### **Military orders and swim club memberships**

Military orders need to be presented showing date/departure. With military orders a prorated rate is allowed, to the Monday of the halfway point of the current year's season. This allowance will specifically not be advertised. This prorated amount will be on request only. **Ali moves to allow military members with verified orders a prorated membership rate, to the Monday of the halfway point of the current year's season (beginning at the start of the swim season). Rachel seconds, all in favor.**

**7) Meeting adjourned at 8:59PM**