

**Covington Recreation Association  
Board of Directors Meeting  
Wednesday, July 9, 2008  
Community Center  
3750 Elder Oaks Boulevard  
Bowie, Maryland 20716**

**Present at the meeting**

Loretta Polite Shipman, President; Marion Shipman, Vice President; Jeffrey Alexander, Treasurer; Maria Startzel, Secretary; Brenda Windley, Director; Cassandra Frost, Director; Stephanie Adams, Director; E Scott Frison, Director; Ginger Fitzpatrick, Community Manager, Zalco Realty, Inc.; Susan R Yoffe, Recording Secretary **Absent:** Rosalyn Moore, Director

Meeting was called to order at 8:22pm

**Approval of Prior Meeting Minutes**

The approval of the May 14, 2008 meeting minutes is being tabled until the August 2008 BOD meeting.

**Open Forum**

None

**Management Information/Discussion & Decision Items**

**Financial**

Reserve Transfer - Ginger Fitzpatrick noted that if, as directed, the total amount of the reimbursement for the playgrounds and pool repairs were transferred from reserves to operating and then the remaining expenses to be paid for the additional playground items and the basketball court (not yet expended) it would place the operating account in a position with a balance in excess of \$100,000, which is not recommended. Therefore, the BOD agreed with the recommendation of Ms. Fitzpatrick to transfer only \$77,255, which is the total reimbursement of expenses originally paid from the operating account for capital improvements and the remainder will be transferred when the invoices are received and ready to be paid.

Ginger Fitzpatrick will research as to the location of the investments that are Association held including which BOD members have signatory authority.

**Basketball Court**

Ginger Fitzpatrick reported that the supplies have been ordered and work should begin within the next ten (10) days on the conversion.

**Pool**

Loretta Polite Shipman reported on the incident at the pool whereby glass was broken in the pool and it had to be drained and refilled. The cost to the association was \$300 plus the cost of the water to fill the pool.

Loretta Polite Shipman reported that a high school student painted the pool chairs in exchange for community service hours. The paint transferred to another teenager, the manufacturer of the paint was contacted and a material safety data sheet was provided to the parent of this teenager. This report is being sent to the association insurance company.

**Clubhouse**

The BOD discussed the following issues:

- The new carpeting needs cleaning again
- The stains are not coming out
- Possible runners for the high traffic or party areas

- Possible area rugs for the high traffic or party areas
- Rosalyn Moore is currently working on window treatment possibilities

### **Committee Reports**

#### **Activities**

Marion Shipman moved to approve the Covington Community Newsletter (newsletter/activity booklet) for the period of July, August and September 2008 as submitted by the Activities Committee. Maria Startzel seconded. Unanimously approved. Motion carried.

#### **Old Business**

None

#### **New Business**

##### **Future Meetings**

The next meeting will be held on August 14, 2008 at 7:30pm.

##### **Camera Equipment**

Maria Startzel moved to approve the purchase of new camera equipment and software to adapt to the new computer and system. E Scott Frison seconded. Unanimously approved. Motion carried.

##### **Computer**

Marion Shipman reported that the new computer equipment has been successfully installed. Mr. Shipman will provide some training for Faye Wright on the new system. In addition, the Mr. Shipman will add the hard drive from the old computer to the new one providing additional space.

##### **Adjournment**

The meeting was adjourned at 9:00pm

Minutes accepted by: \_\_\_\_\_

Date: \_\_\_\_\_