# 2021 CHARTER FOR THE BURKE CENTRE PICKLEBALL ASSOCIATION

### I. GENERAL

In support of and to promote the fundamental goals, practices and principles of The Burke Centre Pickleball Association (BCPA), a not for profit organization, Burke Centre Conservancy recognizes BCPA as a special interest organization. As a special interest group, the BCPA can provide a viable and valuable input to the staff, Board of Trustees, and the community, when and where required. This charter agreement defines the responsibilities of BCPA and the Conservancy.

## II SPECIFIC RESPONSIBILITIES

### A. The BCPA will:

- 1. Adhere to the established Burke Centre Conservancy chartered organization policy precepts as attached;
- 2. Promote Pickleball within the community by recommending activities, rules and regulations;
- 3. Provide community service by volunteering for a minimum of 40 hours with additional hours added based on 2 hours for each facility use at the Burke Centre Festival. Volunteer assignments during the festival will be made by the Festival Volunteer Coordinator; community service contributions suggested in lieu of the participation in the Festival must be approved by the Board of Trustees, or it's agent, prior to April 1st of each year;
- 4. Provide a Certificate of Liability Insurance listing "Burke Centre Conservancy" as additional insured in an amount of not less than \$1,000,000;
- 5. Provide a weekly record of court use and follow all pickleball / tennis court rules;
- Provide an updated member roster at the beginning of each Pickleball season;
- Assume all responsibility for collecting dues/fees and maintaining the organization's finances:
- 8. Pay a fee of \$30 each time community center keys are not returned to the Conservancy office within 48 hours following each usage, or in the event after hours staff assistance is required in obtaining keys. Any assessed fees must be paid prior to the next scheduled facility use;
- Maintain the integrity and cleanliness of Burke Centre Pickleball courts, community buildings, grounds, or any other facilities to the highest degree possible as outlined in the rental/use agreement, and report any problems found at a Conservancy facility or open space to the staff immediately.
- B. In return for the community services provided by the BCPA, the Board of Trustees agrees that the Burke Centre Conservancy will:
  - 1. Provide BCPA use of the Burke Centre community centers for general meetings during non-prime time rental periods (Monday through Friday) no more than once a month. Additional requests (Monday through Friday) will be subject to space availability, all requests for space must be made by the designated point of contact. Reservations for Saturday, Sunday, or for special events will be made at the discretion of the Conservancy Community Services Activities Department Staff and subject to the current rental rates/fees charged to residents. Applicable charges will include sanitation and security fees;

- 2. Provide use of designated Pickleball court facilities as scheduled through the Burke Centre Conservancy with two weeks' notice. With the exception of tournament play, at no time shall all courts at a site be used by the BCPA without prior approval from the Burke Conservancy Executive Director. Actual usage will be coordinated in advance with the Conservancy's staff and approved by the Board of Trustees;
- 3. Publish BCPA information and articles in the Conservator as space permits;
- Link to Burke Centre web site, and as space permits, use the BC Buzz as an informational tool.

## III. MEMBERSHIP & MEETINGS

The BCPA will be composed 50% of owners or non-owner residents (i.e., renters) of property in Burke Centre. All scheduled meetings will be open to Conservancy members and residents interested in Pickleball. BCPA will designate A Point of Contact to conduct business with the Burke Centre Conservancy. The Point of Contact must be a Burke Centre resident or owner, in good standing, and will assume responsibility for all Burke Centre facilities used and any keys checked out.

## IV. REPORTS

The BCPA will submit an Annual Report to the Board of Trustees each year, 15 days prior to the charter expiration date. The report will include:

- Designated contact names, addresses, emails and phone numbers;
- List of active association members names, addresses and phone numbers
- Weekly record of court use throughout the Pickleball season;
- The service contribution provided to the community
- Annual community center usage requested dates for the upcoming year

#### V. CHARTER REVIEW

The Charter will be subject to annual review by the Board of Trustees. The Agreement may be nullified by action of the Board of Trustees at any meeting if the above responsibilities applicable to BCPA have not been met.

### VI. AMENDMENT

The BCPA may recommend amendments to this charter to the Board of Trustees. The Board of Trustees may amend this charter by a majority vote.

Burke Centre Conservancy, Board of Trustees	Date Approved
President, Burke Centre Pickleball Association	3 10 7071 Date Approved
Point of Contract, Burke Centre Pickleball Association	Date Approved
BURKE CENTRE SEAL	
	Charter Expiration Date



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 01/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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PRODUCER	CONTACT NAME:	
O2 Sports Insurance	PHONE (A/C, No, Ext): 1-855-351-2020 FAX (A/C, No) 1-855-984-2379	)
110 E Broward Blvd, Suite 1700 Fort Lauderdale, FL. 33301	ADDRESS: info@o2sportsinsurance.com	
Fort Lauderdale, FL. 33301	PRODUCER CUSTOMER ID:	
	INSURER(S) AFFORDING COVERAGE	NAIC#
INSURED	INSURER A: Vantapro Specialty Insurance Company	44768
Burke Center Pickleball Association	INSURER B:	
10014 Downeys Wood Court	INSURER C:	
Burke, VA. 22015	INSURER D:	
	INSURER E:	
	INSURER F:	
COVERAGES	CERTIFICATE NUMBER: 2000484743 REVISION N	UMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. DOLLOV CEE DOLLOV EVD

LTR	TYPE OF INSURANCE	INSD	MAD	POLICY NUMBER	(MM/DD/YYYY)	(MM/DD/YYYY)	LIMIT	TS
A	X COMMERCIAL GENERAL LIABILITY	X		5075-6025-00	01/01/2020	01/01/2021	EACH OCCURRENCE	\$1,000,000
	CLAIMS-MADE X OCCUR				12:01 AM	12:01 AM	DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$1,000,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$3,000,000
	POLICY PROJECT LOC						PRODUCTS - COMP/OP AGG	\$1,000,000
	OTHER:						PROFESSIONAL LIABILITY	\$1,000,000
-	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	
	ANY AUTO						BODILY INJURY (Per person)	
	OWNED SCHEDULED AUTOS ONLY AUTOS						BODILY INJURY (Per accident)	
	HIRED NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	
-	X LIAB OCCUR						EACH OCCURRENCE	
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	
	DED RETENTION							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A					PER STATUTE OTHER	
	ANY PROPRIETOR/PARTNER/ Y / N						E.L. EACH ACCIDENT	
	EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE POLICY LIMIT	
The	RIPTION OF OPERATIONS / LOCATIONS / VEH certificate holder is added as an additi olicy terms and conditions apply.	icles ( onal ir	ACORD Isured	101, Additional Remarks S I, but only for liability o	ichedule, may be attach caused, in whole or	ed if more space in part, by the	is required) acts or omissions of the na	amed insured.
CER	TIFICATE HOLDER				CANCELLATION			
	e Centre Conservancy				SHOULD ANY OF	THE ABOVE D	ESCRIBED POLICIES BE CA	NCELLED BEFORE THE
	Burke Centre Parkway			_	EXPIRATION DAT		OTICE WILL BE DELIVERED	IN ACCORDANCE WITH
I Burk	e, VA, 22015			-	INE PULICI PRO	AIDIONO.		

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**AUTHORIZED REPRESENTATIVE** Kandace Kalin

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## Randi

From:

Jeannie Winslow

Sent:

Friday, January 8, 2021 5:42 PM

To:

Randi

Subject:

FW: BCPA Insurance and Usage

**Attachments:** 

Burke Center Pickleball Association\_Burke Centre Conservancy.pdf

Follow Up Flag:

Follow up

Flag Status: Flagged

From: Gary Hill <garydhill@gmail.com> Sent: Friday, January 8, 2021 1:41 AM

To: Jeannie Winslow < jeannie@burkecentre.org>

Subject: BCPA Insurance and Usage

Hello Jeannie,

Attached is the insurance for the Burke Centre Conservancy and our usage over the last year....

Here are the average counts we have:

Spring and Summer

Saturday at the Landings – 32 players (Many times just too many players show up, turn around and leave)

Mon & Wed Evening at the Landings - 25 players

Sunday at the Woods - 18 players

Fall and Winter

Saturday at the Landings - 24 players

Mon & Wed Evening at the Landings - 20 players

Sunday at the Woods - 18 players

The problem is sometimes it gets too crowded and people don't stay. There are groups that play during the day esp. on Thursday and Friday.

R, Gary

Gary D Hill

garydhill@gmail.com

First Name	Last name	E-mail Address	BC Resident
Kevin	Abney	jnmk1998@verizon.net	Yes
Mary	Abney	jnmk1998@verizon.net	Yes
Traci	Allan	traci.m.allan@gmail.com	Yes
Tony	Baldi	abaldi@cox.net	Yes
Amy	Baldi	abaldi@cox.net	Yes
Tony	Bellamy-Hicks	ynotcc@gmail.com	Yes
Dawn	Bellamy-Hicks	marisa80@hotmail.com	Yes
Jackie	Berkowitz	jdberko27@gmail.com	No
David	Berkowitz	berko@cox.net	No
Gustav	Calero	gustavocalero@icloud.com	Yes
Sheila	Callahan	Sheilabcal@gmail.com	Yes
Christine	Carlock	christinecarlock3@gmail.com	No
Marlene	Castellow	marlene.castellow@gmail.com	Yes
	Chiles	halliepainya@msn.com	Yes
Ann			Yes
Wayne	Chiles	gpamnky@hotmail.com	
Julia	Cini	jularleen@gmail.com	No
Vincent	Circosta	vincentcircosta@me.com	Yes
Adam	Copeland	acope27@yahoo.com	No
Shirley	Cruz	shirleycruzmd@gmail.com	Yes
Donald	Curran	DONNAUD@gmail.com	Yes
Audrey	Curran	DONNAUD@VERIZON.NET	Yes
Annie	Davidow	anniedavidow@hotmail.com	No
Scott	Davidow	scott.davidow@yahoo.com	No
Jim	Draheim	vadraheims@aol.com	No
Mary	Dundon	jennmar2@verizon.net	No
Mark	Egber	tuthphixer@aol.com	Yes
Cathy	England	ctengland36@gmail.com	No
Jack	England	ctengland36@gmail.com	No
Leah	Esper	Stormy1089@gmail.com	No
Noraa	Farrell	noraannfarrell@yahoo.com	No
Andy	Forsyth	alf000777@yahoo.com	No
Ed	Gelman	pokerstuded@yahoo.com	No
Dina	Gross	dmg6114@yahoo.com	Yes
Ed	Gross	ed1112@yahoo.com	Yes
Rob	Henry	rhenry1746@aol.com	No
Whitney	Henry	rhenry1746@aol.com	No
Dawn	Hill	dawnthill@gmail.com	Yes
Gary	Hill	garydhill@gmail.com	Yes No
Andy Laura	Hou Huttman	aphou@msn.com huffmanlvt@gmail.com	No
Bob	Kane	pennstater73@verizon.net	No
Paula	Kane	pacesetter5@verizon.net	No
Glenn Bill	Keller Kennerley	glenn.keller@hotmail.com wakenn@cox.net	Yes Yes
Carmen	Kindlimann	carkindlimann@gmail.com	Yes
Betsey	Lehman	bronteyre22@gmail.com	No
Christine	Levy	ocnblue22@live.com	Yes
Larry	Long	llong41@verizon.net	No Yes

Robert	Lynch	robert.lynch1@verizon.net	Yes
Bev	Magida	bev.magida@verizon.net	No
Telma	Marroig	tmarroig@gmail.com	Yes
Carolyn	McAlee	cmcalee@verizon.net	No
Maria	McKain	mtmckain@gmail.com	No
Karen	McKeon	kamckeon3@gmail.com	No
Janice	Miller	jmiller10525@gmail.com	No
Susan	Mulinari	mulinaris@aol.com	Yes
Nick	Nicholson	nicholson6105@gmail.com	Yes
Craig	Offutt	offucraig@gmail.com	No
Karen	Panos	karenspanos@gmail.com	No
Ken	Panos	karenspanos@gmail.com	No
Randolf	Prior	rprior1@verizon.net	No
Scootie	Prior	rprior1@verizon.net	No
Carolyn	Rapoza	rh.rapoza@gmail.com	No
Richard	Rapoza	crapoza@hotmail.com	No
Bill	Rosser	wrosser3@gmail.com	Yes
Cecelia	Rosser	rosser@tanddr.com	Yes No
Fred	Rothe	Fred.rothe@verizon.net	Yes
Diane	Schwab	diane.georges@gmail.com	Yes
Paul	Selent	paulrj1@bellsouth.net	No
Harry	Sheinfeld	hshein@aol.com	Yes
Glenn	Sherman	glenn22015@gmail.com	
Andrew	Siegel	andrewsiegel20@gmail.com	No
Susan	Smee	sgs22015@gmail.com	Yes
Joe	Tipton	joetipton@hotmail.com	No
Carolyn	Vaughan	cmvaug@aol.com	No
John	Vaught	jcvaught@gmail.com	Yes
Ed	Verchot	ed.verchot@gmail.com	No
KC	VonDerau	vonderau.kc@gmail.com	Yes
Howard	Wahlberg	wahlberg.howard@gmail.com	No
Jon	Weber	jon.weber1@cox.net	Yes
Kathy	Weber	kathymweber@cox.net	Yes
Bruce	Wilkinson	wilkinsonbv24@gmail.com	Yes
Jon	Young	young4jm@yahoo.com	No

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10018 Downeys Wood Ct	Burke	VA	22015
5002 Prince Caspian Ln	Burke	VA	22015
6053 Park Woods Terrace	Burke	Va	22015
5062 Queens Wood Dr	Burke	VA	22015 20124
6505 Rock Crystal Dr	Clifton	VA	22030
4208 Linden St.	Fairtax	Virginia	22030
10328 Sager Avenue Unit 120	Fairtax	Virginia	22015
5930 Cove Landing Road	Burke	VA	22015
6105 Eagle Landing Road	Burke	VA VA	22013
5230 Stonington Dr	Fairtax		22032
10960 Keys Court	Fairtax	Virginia	22032
10960 Keys Court	Fairtax	Virginia	22015
9515 Holly Prospect Ct.	Burke	Virginia	22015
9515 Holly Prospect Ct.	Burke	Virginia	22153
9129 ROCKEFELLER LN	SPRINGFIELD	VA	22153
9129 ROCKEFELLER LN	SPRINGFIELD	VA	22015
6002 Wilmington drive	Burke	Virginia	22015
6002 Wilmington drive	Burke	Va VA	22015
5002 Prince Caspian Lane	Burke		22015
5914 Cove Landing Road	Burke	VA	22015
10112 Chestnut wood la	Burke	VA Va	22150
7001 Caton Woods Ct	Springfield		22015
10702 Freds Oak Ct	Burke	Virginia	
502 W Broad St-514	Falls Church	VA	22046
5976 Powells Landing Road	Burke	VA	22015
10904 Middlegate Dr	Faritax	Va	22032
6233 Windward Drive	Burke	VA	22015
9240 Rockefeller LN	Springfield	VA	22153-1104
5928 Cove Landing Road #102	Burke	VA	22015
8038 Bethelen Woods Lane	Springfield	VA	22153
6152 Lucas Pond Ct	Burke	VA	22015
6152 Lucas Pond Ct.	Burke	Virginia	22015
6150 Martins Landing Court	Burke	VA	22015
9732 Stipp St	Burke	VA	22015

28 Burnside Landing Drive         Burke         VA         22015           57 Hall Street         Springfield         VA         22152           219 STEAMBOAT LANDING LANE         Burke         VA         22015-2541           220 STEAMBOAT LANDING LANE         Burke         VA         22015           18 Annaberg Place         Burke         VA         22015           18 Annaberg Place         Burke         VA         22015           28 Annaberg Place         Burke         VA         22015           26 Mantle Rd         Burke         VA         22015           22 Youngs Branch dr         Fairfax         VA         22015           31 Windward Dr         Burke         VA         22015           31 Windward Dr         Burke         VA <t< th=""><th>Address</th><th>City</th><th>State</th><th>Zip</th></t<>	Address	City	State	Zip
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