

# 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 1<sup>st</sup> 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;
6. Provide an updated member roster at the beginning of each Pickleball season;
7. 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;
9. 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;
4. 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.

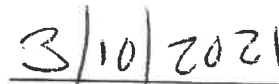
**VI. AMENDMENT**

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

  
\_\_\_\_\_  
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).

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

**COVERAGES**      **CERTIFICATE NUMBER: 2000484743**      **REVISION NUMBER:**

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		5075-6025-00	01/01/2020 12:01 AM	01/01/2021 12:01 AM	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$1,000,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$3,000,000
							PRODUCTS - COMP/OP AGG	\$1,000,000
							PROFESSIONAL LIABILITY	\$1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE	
							AGGREGATE	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.  
 All policy terms and conditions apply.

<b>CERTIFICATE HOLDER</b> Burke Centre Conservancy 6060 Burke Centre Parkway Burke, VA. 22015	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Kandace Kalin</i>
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Coverage is only extended to U.S. events and activities.



## Randi

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**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](mailto:garydhill@gmail.com)



# Pickleball Roster

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
Ann	Chiles	halliepainya@msn.com	Yes
Wayne	Chiles	gpamnky@hotmail.com	Yes
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	<a href="mailto:tuthphixer@aol.com">tuthphixer@aol.com</a>	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
Andy	Hou	aphou@msn.com	No
Laura	Huffman	huffmanlvt@gmail.com	No
Bob	Kane	pennstater73@verizon.net	No
Paula	Kane	pacesetter5@verizon.net	No
Glenn	Keller	glenn.keller@hotmail.com	Yes
Bill	Kennerley	wakenn@cox.net	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
Eileen	Lopat	Ejtlopat@gmail.com	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	nicholson61U5@gmail.com	Yes
Craig	Offutt	oftucraig@gmail.com	No
Karen	Panos	<a href="mailto:karenspanos@gmail.com">karenspanos@gmail.com</a>	No
Ken	Panos	<a href="mailto:karenspanos@gmail.com">karenspanos@gmail.com</a>	No
Randolt	Prior	rprior1@verizon.net	No
Scottie	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
Fred	Rothe	<a href="mailto:Fred.rothe@verizon.net">Fred.rothe@verizon.net</a>	No
Diane	Schwab	diane.georges@gmail.com	Yes
Paul	Selent	paulrj1@bellsouth.net	Yes
Harry	Sheinfeld	hshein@aol.com	No
Glenn	Sherman	glenn22015@gmail.com	Yes
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	<a href="mailto:vonderau.kc@gmail.com">vonderau.kc@gmail.com</a>	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



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
6505 Rock Crystal Dr	Clifton	VA	20124
4208 Linden St.	Fairfax	Virginia	22030
10328 Sager Avenue Unit 120	Fairfax	Virginia	22030
5930 Cove Landing Road	Burke	VA	22015
6105 Eagle Landing Road	Burke	VA	22015
5230 Stonington Dr	Fairfax	VA	22032
10960 Keys Court	Fairfax	Virginia	22032
10960 Keys Court	Fairfax	Virginia	22032
9515 Holly Prospect Ct.	Burke	Virginia	22015
9515 Holly Prospect Ct.	Burke	Virginia	22015
9129 ROCKEFELLER LN	SPRINGFIELD	VA	22153
9129 ROCKEFELLER LN	SPRINGFIELD	VA	22153
6002 Wilmington drive	Burke	Virginia	22015
6002 Wilmington drive	Burke	Va	22015
5002 Prince Caspian Lane	Burke	VA	22015
5914 Cove Landing Road	Burke	VA	22015
10112 Chestnut wood la	Burke	VA	22015
7001 Caton Woods Ct	Springfield	Va	22150
10702 Freds Oak Ct	Burke	Virginia	22015
502 W Broad St-514	Falls Church	VA	22046
5976 Powells Landing Road	Burke	VA	22015
10904 Middlegate Dr	Farifax	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

Address	City	State	Zip
6028 Burnside Landing Drive	Burke	VA	22015
6028 Burnside Landing Drive	Burke	VA	22015
5957 Hall Street	Springfield	VA	22152
10219 STEAMBOAT LANDING LANE	Burke	VA	22015-2541
10220 STEAMBOAT LANDING LANE	Burke	VA	22015-2542
5918 Annaberg Place	Burke	VA	22015
5918 Annaberg Place	Burke	VA	22015
8527 Etta Drive	Springfield	VA	22152
8527 Etta Dr	Springfield	Va	22152
6126 Mantle Rd	Burke	VA	22015
5914 Cove Landing Rd.	Burke	VA	22015
6322 Youngs Branch dr	Fairfax station	VA	22039
10065 Marshall Pond Road	Burke	Va	22015
6143 Windward Dr	Burke	VA	22015
6143 Windward Dr	Burke	VA	22015
9451 Lee Hwy #1209	Fairfax	VA	22031
6132 winter park dr	Burke	VA	22015
8609 Arley Drive	Springfield	Virginia	22152
6126 Mantle Rd	Burke	VA	22015
6014 Burnside Landing Dr	Burke	VA	22015-2548
6014 Burnside Landing Dr	Burke	Virginia	22015
10613 Timberidge Rd	Fairfax Station	VA	22039
10613 Timberidge Road	Fairfax Station	Va	22039
6705 Browns Pond Landing	Fairfax Station	VA	22039
5112 Richardson Dr.	Fairfax	Virginia	22032
6227 Wilmette Dr	Burke	VA	22015
5505 Atlee Place	Springfield	Va	22152
5505 Atlee Place			
7509 Rambling Ridge Drive	Farifax Station	Va	22039
9850 Lakepointe Drive	Burke	Va	22015
11519 Wild Acre Way	Fairfax Station	Virgina	22039
3999 Ballynahown Circle	Fairfax	VA	22030
6114 Eagle Landing Rd	Burke	VA	22015
6114 Eagle Landing Rd.	Burke	VA	22015
7100 Woodrise Court	Fairfax Station	VA	22039
7100 Woodrise Court	Fairfax Station	VA	22039
10014 Downeys Wood CT	Burke	VA	22015
10014 Downeys Wood CT	Burke	Va	22015
9100 Lynchburg ct	Fairfax	VA	22032
3961 Lyndhurst Dr #203	Fairfax	Va	22031
9022 Fox Lair Dr.	Burke	VA	22015
9022 Fox Lair	Burke	Virginia	22015
6120 dory landing ct	Burke	Va	22015
6066 BURNSIDE LANDING DR	Burke	VA	22015
10330 luria commons ct apt.2E	burke	Virginia	22015
6106 Meadowpond Ct	Burke	Va	22015
5330 Gainsborough Dr	Fairfax	VA	22032-2741
5800 Cove Landing Rd, 102	Burke	VA	22015