



November 25, 2014

To: Alan Klein
Nancy McCord
Gregg Schwind
Milton Matthews

From: Russ Swatek, Board Chair

cc: Columbia Association Board of Directors
Rob Goldman, Governance Chief of Staff
Sheri Fanaroff

**Subject: Board Operations Committee Meeting – Monday, December 1, 2014
at 8:15 p.m. – CA Board Room**

AGENDA

1. Call to Order
2. Announcement of Closed/Special Meetings Held/To Be Held 1 min.
3. Approval of Agenda 1 min.
4. Resident Speakout
5. Approval of Minutes **November 3, 2014** 2 min.
6. Finalize Proposed Agendas for upcoming Board of Directors Meetings **30 min.**
 - a. Review Proposed Draft – December 11, 2014 (15 min.)
 - b. Review Proposed Draft – January 8, 2015 (15 min.)
7. Administrative Items **40 min.**
 - a. Discussion of Proposed Administrative Amendments to CA's Charter and By-Laws (30 min.)
 - b. Amendment to the Policy and Special Rules of Order re: Procedures for Official Minutes-Resident Speak Out (10 min.)
8. Tracking Forms **8 min.**
 - a. Board Operations Committee (2 min.)
 - b. External Relations Committee (2 min.)
 - c. Planning and Strategy Committee (2 min.)
 - d. Strategic Implementation Committee (2 min.)
9. Talking Points 2 min.
10. Adjournment – Approximately 9:55 p.m.