



November 24, 2015

**To:** Reginald Avery  
Dick Boulton  
Jeanne N. Ketley  
Milton W. Matthews

**From:** Andrew C. Stack, Board Chair

**cc:** Columbia Association Board of Directors  
Jane Dembner, Governance Chief of Staff  
Sheri Fanaroff

**Subject: Board Operations Committee Meeting – Monday, November 30, 2015  
at 7:30 p.m. – CA Board Room – 6310 Hillside Court, Columbia, MD**

**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 2, 2015** **2 min.**
6. Administrative Items **100 min.**
  - a. Planning for the President/CEO Mid-Year Review
  - b. Discussion of Process for Possible Substantive Changes to CA's Charter and/or By-Laws
  - c. Guidelines for CA Board Members Serving as Representatives on the Inner Arbor Trust Board of Directors
7. Tracking Forms **20 min.**
  - a. External Relations Committee
  - b. Planning and Strategy Committee
  - c. Strategic Implementation Committee
  - d. Board Operations Committee
8. Finalize Proposed Agenda for upcoming Board of Directors Meeting
  - a. Review Proposed Draft – December 10, 2015 **15 min.**
9. Possible Topics for Future Board Discussions **10 min.**
10. Talking Points **2 min.**
11. Adjournment – Approximately 10:10 p.m.