



To: Alan Klein
Nancy McCord
Gregg Schwind
Milton W. 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, March 30, 2015 at 7:30 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 March 2, 2015 **2 min.**
6. Recommendations for BOC Action **6 min.**
 - a. Consent Agenda
 - i. Approve Minutes of March 31, 2014 Closed BOC Meeting
 - ii. Approve General Counsel's Recommendations for Release/Non-Release of Minutes of Closed Meetings
 - (a) BOC – March 31, 2014
 - (b) BOD – March 27, 2014-May 5, 2015
 - (c) BOD – May 6, 2014-March 2015
7. Administrative Items **100 min.**
 - a. Review End-of-Year Report – Board Operations Committee
 - b. Proposed FY 16 Goals and Objectives for President/CEO
 - c. Format for Board/Senior Staff Retreat – May 2015
 - d. Definition of What Constitutes a Board Meeting
 - e. Policy on the Use of E-Mail by CA BOD Members
 - f. Discussion of Process for Possible Substantive Changes to CA's Charter and/or Bylaws
8. Tracking Forms **20 min.**
 - a. External Relations Committee
 - b. Planning and Strategy Committee
 - c. Strategic Implementation Committee
 - d. Board Operations Committee
9. Finalize Proposed Agendas for upcoming Board of Directors Meetings **30 min.**
 - a. Review Proposed Draft – April 9, 2015
 - b. Review Proposed Draft – April 23, 2015
10. Talking Points **2 min.**
11. Adjournment – Approximately 10:30 p.m.