

**MINUTES**  
**BOARD OPERATIONS COMMITTEE MEETING**  
**HELD: February 29, 2016**

Approved: April 4, 2016

The regular meeting of the Board Operations Committee was held on Monday, February 29, 2016 at 7:30 p.m. at the Columbia Association Building. Present were BOC members Andrew Stack, Reginald Avery, Dick Boulton, Nancy McCord (for the Planning and Strategy Committee), and Milton W. Matthews. Board Member Alan Klein also attended. Also present were Chief Staff Liaisons Susan Krabbe, Jane Dembner, and Janet Loughran; and General Counsel Sheri Fanaroff.

1. **Call to Order:** The meeting was called to order at 7:33 p.m. by the Chairman, Andrew Stack.
2. **Announcement of Closed/Special Meetings Held/To Be Held:** None
3. **Approval of Agenda**  
Mr. Avery moved to approve the agenda; Mrs. McCord seconded the motion.  
**Action:** The BOC voted unanimously to approve the agenda.
4. **Resident Speakout:** None
5. **Approval of Minutes: February 1, 2016**  
Ms. McCord moved to approve the minutes of the February 1, 2016 BOC meeting. Mr. Avery seconded the motion. The minutes were approved by a vote of 2-0-2.  
**For:** Messrs. Stack and Avery  
**Against:** – 0 –  
**Abstain:** Mr. Bolton, Ms. McCord
6. **Administrative items:**
  - (a) **Opportunities for Public Input**  
Mr. Matthews submitted a memo outlining current ways in which community members may connect with CA and provide their input, and options that are in development or which can be made available.
  - (b) **Community Engagement Opportunities**  
The BOC discussed the information in Mr. Matthews' memo and ways in which the Board of Directors could engage with the community.
  - (c) **Reactivating the Columbia Council**  
Mr. Stack gave an overview of the history of the Columbia Council. He will ask BOD member Ms. Ketley to submit a memo of her views to the Board of Directors. The BOC took no action on this matter.
  - (d) **End-of- Year Reports from Board Committees**  
Mr. Stack reminded committee chairs that end-of-year reports for FY 16 should be prepared. They will be reviewed by the Board of Directors in April.
7. **Tracking Forms:** The tracking forms were reviewed.

**8. Finalize Proposed Agendas for Upcoming Board of Directors Meetings:**

The BOC reviewed the proposed agendas for the March 10, 2016 Board of Directors Work Session and the March 24, 2016 Board of Directors meeting.

**Action:** Ms. McCord moved to approve the proposed draft for March 10, 2016. Mr. Avery seconded the motion, which passed unanimously.

**Action:** Mr. Avery moved to approve the amended agenda for March 24, 2016. It was approved 3-0-1.

For: Mr. Stack, Mr. Avery and Ms. McCord

Against -0-

Abstain: Mr. Bolton

**9. Possible Topics for Future Board Discussions: None**

**10. Talking Points:** The Talking Points were read by Recording Secretary Fenise Dunson

**11. Adjournment:** The meeting adjourned at 8:33 p.m.

Respectfully submitted,

Fenise Dunson  
Recording Secretary