

MINUTES  
BOARD OPERATIONS COMMITTEE MEETING  
HELD: May, 31, 2016

Approved July 5, 2016

The regular meeting of the Board Operations Committee was held on Tuesday, May 30, 2016 at 7:30 p.m. at Columbia Association headquarters. Present were BOC members Andrew Stack, Dick Boulton, Janet Evans, Milton W. Matthews, and Nancy McCord (in place of Mr. Chao Wu). Also present were VP and CFO Susan Krabbe; Chief Staff Liaison Janet Loughran; and General Counsel Sheri Fanaroff.

1. **Call to Order:** The meeting was called to order at 7:32 p.m. by the Chairman, Andrew Stack.
2. **Announcement of Closed/Special Meetings Held/To Be Held:** None
3. **Approval of Agenda: April 4, 2016 18**  
Mr. Bolton moved to approve the agenda. Ms. McCord seconded. The motion was approved unanimously.
4. **Resident Speakout:** NONE
5. **Approval of Minutes: April 4, 2016**  
It was noted that Mr. Boulton's name was spelled incorrectly in several places. Ms. Evans moved to approve the amended minutes (with corrections to Mr. Boulton's name) of the April 4, 2016 BOC meeting. Ms. McCord seconded. The vote to approve the amended minutes was 3-0-1.  
For: Messrs. Boulton and Stack, and Ms. Evans  
Against: None  
Abstain: Ms. McCord
6. **Administrative Items:**
  - (a) **Approval of the FY17 BOC Meeting Schedule**  
**Action:** Ms. McCord moved to approve the proposed schedule of Board Operations Committee meetings for FY 17. Ms. Evans seconded the motion, which was approved unanimously.
7. **Finalize Proposed Agendas for Upcoming Board of Directors Work Session and Meeting:**
  - (a) **Review of Proposed Draft - June 9, 2016 Board Work Session**  
**Action:** Ms. McCord moved to approve the updated agenda for the June 9, 2016 Board Work Session. Ms. Evans seconded the motion, which was approved unanimously.

**(b) Review Proposed Draft Agenda - June 23, 2016 Board Meeting**

Mr. Stack asked that two items be added to the Board Votes section of the agenda – Affordable Housing and the Five Year Capital Improvements Plan. The BOC agreed to add both, with 45 minutes allocated to each topic. Realizing the discussion on the easement requests for the Crescent Property may exceed the estimated time allocation, plus noting the extra time needed for the two items added to the Board Votes section, the BOC changed the meeting start time to 7:00 pm to avoid ending the meeting beyond 10:00 p.m.

**Action:** Ms. Evans moved to approve the amended agenda with new start time, Ms. McCord seconded. The BOC unanimously approved the amended agenda for the June 23, 2016 Board Meeting.

- 8. BOC Tracking Form:** The BOC Tracking Form was reviewed. BOC members requested that an item regarding the noise issue at Merriweather be added.
- 9. Review log of items upcoming BOD work Sessions/Meetings:** The log was reviewed.
- 10. Talking Points:** The Talking Points were read by Recording Secretary, Fenise Dunson
- 11. Adjournment:** The meeting adjourned at 8:28 p.m.

Respectfully submitted,

Fenise Dunson,  
Recording Secretary