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**Draft Minutes of the  
BOARD OF DIRECTORS MEETING  
Held: October 27, 2016**

To be approved: November 10, 2016

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A meeting of the Columbia Association Board of Directors was held on Thursday, October 27, 2016 at Columbia Association headquarters. Present were Chairman Andrew Stack and members Dick Boulton, Brian Dunn, Lin Eagan, Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, and Chao Wu. Reg Avery was absent. Also present were CA Vice President/CFO Susan Krabbe, and CA General Counsel Sheri Fanaroff.

**1. Call to Order:** The Board of Directors Meeting was called to order at 7:40 p.m. by the Chairman, Andy Stack.

**2. Announcement of Closed/Special Meetings Held/To Be Held:**

The Columbia Association Board of Directors held a closed meeting on September 22, 2016 at Columbia Association headquarters. Members present were Andrew Stack, Dick Boulton, Brian Dunn, Lin Eagan, Janet Evans, Milton W. Matthews, Nancy McCord, Gregg Schwind, and Chao Wu. The vote to close the meeting was 9-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111 (4)(iii), consultation with legal counsel on legal matters; and (iv) consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation. The purpose of the meeting was to discuss a potential land transfer. The closed meeting took place from 10:15 p.m. until 10:35 p.m.

The Architectural Resource Committee held a closed meeting on October 10, 2016 at Columbia Association headquarters. Members present were Scott Templin, Gordon MacPhee, Eva Lambright, and Gracie Bradford. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111 (4)(iv) consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation. The purpose of the meeting was to discuss new and ongoing covenant cases. The closed meeting took place from 1:02 p.m. until 2:25 p.m.

The Risk Management Committee held a closed meeting on October 27, 2016 at Columbia Association headquarters. Members present were Brian Dunn, Chao Wu, Milton W. Matthews, and Susan Krabbe. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111 (4) (iv) consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The purpose of the meeting was to discuss general liability incidents and other related matters. The closed meeting took place from 7:03 p.m. until 7:36 p.m.

**3. Approval of Agenda:**

**Action:** Mr. Boulton moved to amend the agenda to hold a general discussion on the noise issue at Merriweather Post Pavilion at the end of the meeting. Mr. Klein seconded the motion. The vote to approve the motion was 7-2-0.

52 For: Messrs. Boulton, Klein, Schwind, and Wu; and Mmes. Eagan, Evans, and McCord  
53 Against: Messrs. Stack and Dunn  
54 Abstain: None

55 The agenda was amended to hold the discussion after Item 11, For Your Information. The amended agenda  
56 was approved unanimously.

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58 **4. Disclosure of Conflicts of Interest:** None

59 **5. Resident Speakout:**

- 60 a) Bob Anantua, Owen Brown, spoke about the Sister City Agreement between Cap-Haitien, Haiti and  
61 Columbia, Maryland.  
62 b) Frank Rhoad, Worthington neighborhood in Ellicott City, spoke about noise from Merriweather Post  
63 Pavilion.  
64 c) Russ Swatek, Long Reach, spoke about noise from Merriweather Post Pavilion.  
65

66 **6. Presentation on Downtown Columbia – Greg Fitchett, The Howard Hughes Corporation:**

67 Mr. Fitchett gave a presentation on the development in downtown Columbia. He reviewed the goals of the  
68 development, progress to date, areas under construction, the proposed Tax Increment Financing and Special  
69 Taxing District, affordable housing, and proposed public amenities.

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71 **7. Approval of Minutes of June 23, 2016**

72 **Action:** Mr. Wu moved that the minutes of September 22, 2016 be approved as presented. Mr. Boulton  
73 seconded the motion. The vote to approve the motion was 8-0-1.

74 For: Messrs. Boulton, Dunn, Schwind, Stack and Wu; and Mmes. Eagan, Evans, and  
75 McCord  
76 Against: None  
77 Abstain: Mr. Klein  
78

79 **8. Chairman's Remarks:** Mr. Stack noted SplashDown reopened October 22 and he thanked staff for their  
80 work. Messrs. Stack and Boulton completed their meetings with the village boards of directors on October 18  
81 and Excite Columbia completed its fall session on October 26. Mr. Stack announced the following meetings  
82 and events:

83 October 31: Board Operations Committee meeting

84 November 5: Meetings with New Residents sponsored by Columbia Association and the Howard County  
85 Library System

86 November 10: CA Board Work Session followed by a CA Board Meeting

87 November 11: Veterans Day Event at the Lakefront  
88

89 **9. Reports Submitted:**

90 (a) President's Report: In response to a question from Mr. Klein regarding commercial covenants, Mr.  
91 Matthews and Ms. Fanaroff said staff will come back to the Board on this topic in early CY 2017. Mr. Klein  
92 would also like CA to champion the focus on Columbia's diversity and inclusion values. A meeting was held  
93 with the Howard County Veterans Foundation, Inc. regarding the proposed veterans monument. The  
94 Foundation is considering the parcel of land owned by Howard Hughes next to Whole Foods, combined with  
95 some CA land, as a possible location of the monument. Mr. Schwind asked about major construction projects.  
96 Construction of the indoor tennis facility and the Athletic Club renovations are two major projects. Ms. Eagan  
97 inquired about a plan to develop the Lakefront. Mr. Matthews would like CA to work with other landowners in  
98 developing such a plan. Mr. Dunn inquired about renovations for ADA compliance. Those renovations are  
99 usually scheduled during facility shutdowns and/or major renovations. Mr. Matthews noted the Volunteer  
100 Center will celebrate its 15<sup>th</sup> anniversary on November 15 at a reception at Historic Oakland Manor. The new  
101 website for Haven on the Lake will go live on Monday, October 31.  
102

103 (b) Financial Reports - None

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105 (c) Other Reports

106 1. Report from the CA Representatives to the Inner Arbor Trust Board of Directors

107 Mr. Stack called the Board's attention to the written report. Representatives from the Columbia 50<sup>th</sup>

108 Birthday Celebration Committee plan to meet with Mr. McCall to discuss ways in which the

109 Chrysalis can be used during the celebration.

110

111 2. Report from the Columbia 50<sup>th</sup> Birthday Celebration Committee

112 The official kick-off event for the 50<sup>th</sup> Birthday Celebration is scheduled for Sunday,

113 March 19, 2017. It will be held in The Mall in Columbia.

114

115 **10. Board Action:**

116 (a) Consent Agenda

117 1. Approval of Appointments to the Watershed Committee

118 Hearing no objection, the Board approved the appointment of Deborah Wessner to the CA Watershed

119 Committee.

120

121 (b) Board Votes

122 1. Advisory Committees

123 The Board approved the following items regarding Advisory Committees:

124 (a) Eliminate the Sport and Fitness Committee. The vote to eliminate this committee was 8-1-0.

125 For: Messrs. Boulton, Dunn, Schwind, Stack and Wu; and Mmes. Eagan, Evans, and

126 McCord

127 Against: Mr. Klein

128 Abstain: None

129

130 (b) Give staff the ability to suspend the Health and Fitness Committee in the event they cannot get

131 a quorum of members. The vote was unanimous.

132

133 (c) Combine the Golf Committee and the Green Committee. The vote was unanimous.

134

135 (d) Approve all recommended changes to all Advisory Committee charters and include the following

136 in Article VIII, Reports and Presentations (or similar article in each Charter):

137 a. The written report to the CA Board will be due by June 15 of each year; and

138 b. Add the phrase "stating its recommendations, if any;" after the word "accomplishments;"

139 The vote to approve was unanimous.

140

141 (e) Approve Addendum C (the recommended format/template for the Annual Report) with the

142 following changes:

143 a. Add ", with justification" at the wording at the end of Section C, and

144 b. Eliminate the note in brackets.

145 The vote to approve was unanimous.

146

147 (f) Approve the requirement that each Advisory Committee be visited by a Board member at least

148 once per fiscal year and that the Board Operations Committee be responsible for assigning Board

149 members to attend specific committees' meetings and for monitoring such attendance. The vote

150 to approve was unanimous.

151

152 (g) Approve the recommendations regarding staff liaisons to advisory committees:

- 153 a. The staff liaison for each advisory committee will forward to all of the committee's  
154 members any e-mails or other communications received by the liaison that are addressed  
155 to the committee;  
156 b. The staff liaison to each advisory committee will be responsible for submitting requests  
157 to the Communications & Marketing Department ("C&M") to post online:  
158 i. The Committee's meeting dates, times, and locations;  
159 ii. The Committee's meeting agendas and minutes;  
160 iii. The staff liaison's name and e-mail address; and  
161 iv. The Committee's current charter and charge; and  
162  
163 c. Each staff liaison will have a set of responsibilities that include the matters listed above.  
164 The responsibilities are reflected in a document entitled "Responsibilities of Staff  
165 Liaisons for Columbia Association Resident Advisory Committees."  
166 The vote to approve was unanimous.  
167

168 **11. For Your Information:** Mr. Stack called the Board's attention to the letter from The Village in Howard.  
169

170 **12. Noise at Merriweather Post Pavilion**

171 The Board discussed the next steps it wished to take on this issue. The Chair will ask staff to gather material  
172 from previous discussions on the issue and to obtain a summary of the September 20 public hearing hosted by  
173 the Howard County Council.  
174

175 **13. Tracking Forms**

176 (a) Tracking Form for Board Requests – No items were added.  
177

178 (b) Tracking Form for Resident Requests – No items were added.  
179

180 **14. Talking Points:** The talking points were not read and will be sent at a later date.  
181

182 **15. Adjournment:** The meeting was adjourned at 10:50 p.m.  
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184

185 Respectfully submitted,

186 Janet F. Loughran

187 Executive Assistant to the President/CEO  
188