

**Minutes of the  
BOARD OF DIRECTORS MEETING  
Held: October 26, 2017**

Approved: November 9, 2017

A meeting of the Columbia Association Board of Directors was held on Thursday, October 26, 2017 at Columbia Association headquarters. Present were Chairman Andy Stack and members Dick Boulton, Lin Eagan, Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Ginny Thomas, Chao Wu and Shari Zaret. Also present was CA Vice President/CFO Susan Krabbe.

**1. Call to Order:** The Board of Directors Meeting was called to order at 7:35 p.m. by Chairman Andy Stack. Mr. Stack announced the directors and senior staff in attendance, reminded attendees that the meeting is being recorded and broadcast, and read CA's Five Civility Principles.

**2. Announcement of Closed/Special Meetings:**

The **Board of Directors** held a closed meeting on September 28, 2017. Members present were Chairman Andy Stack and members Dick Boulton, Lin Eagan, Janet Evans, Alan Klein, Milton Matthews, Nancy McCord, Ginny Thomas, and Shari Zaret. The vote to close the meeting was 8-0-0.

The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111 (4)(vi) consideration of the terms or conditions of a business transaction in the negotiation stage if the disclosure could adversely affect the economic interests of the homeowners association. The meeting was closed from 7:04 p.m. until 7:45 p.m. to discuss a lease.

The **Architectural Resource Committee** held a closed meeting on October 23, 2017 at Columbia Association headquarters. Members present were Sheri Fanaroff, Deb Bach, Evamarie Lambright, and Tom Mungo. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners 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 meeting was closed from 1:10 p.m. until 2:37 p.m. to discuss new and ongoing covenant cases.

**3. Approval of Agenda**

Mr. Stack suggested placing Item 8(b)(3) re: Paris Agreement on Climate Accord above the two agenda items that precede it.

**Action:** Ms. Zaret moved to approve the agenda as amended. Mr. Wu seconded the motion, which passed unanimously. Vote: 10-0-0.

**4. Disclosure of Conflict of Interest:** none

**5. Resident Speakout:**

- a) Tim Lattimer, Long Reach, spoke about the Climate Accord, a citizen's climate advisory board, CA's efforts to become more "green" and energy-efficient, and about Long Reach Village Center revitalization.
- b) Joel Hurewitz, Harpers Choice, spoke about the Paris Agreement on Climate Accord.
- c) Richard Deutschmann, Owen Brown, spoke about "We Are All In" support of Paris Agreement on Climate Accord and about establishing a climate advisory board.

## 6. Chairman's Remarks:

Mr. Stack provided a written report and announced the following meetings and events:

|  |             |
|--|-------------|
| Oct 26-31 CarnEVIL (Symphony Woods at Merriweather Park) | 6:00 PM     |
| Oct 26 Walking Tour Hickory Ridge                        | 10:00 AM    |
| Oct 26 Risk Management Committee (Board Only)            | 7:00 PM     |
| Oct 26 CA Board Meeting                                  | 7:30 PM     |
| Oct 27 Art History & Tour                                | 10:00 AM RR |
| Oct 27 King's Contrivance Halloween Happenings           | 5:00 PM     |
| Oct 28 Fall Community Clean-up                           | 10:00 AM    |
| Oct 30 FootGolf after dark                               | 6:00 PM RR  |
| Oct 30 Town Center Murder Mystery                        | 7:00 PM RR  |
| Nov 4 Fitness, Fun, & Friends                            | 8:00 AM     |
| Nov 8 Volunteering Made Easy                             | 6:00 PM RR  |
| Nov 9 CA Board Work Session followed by Board Meeting    | 7:30 PM     |
| Nov 10 CA Veterans Day Celebration                       | Noon        |
| Nov 10/11 Wilde Lake Arts & Craft Show                   | 5:00 PM     |
| Nov 11 Town Center Holiday Craft Fair                    | 10:00 AM    |
| Nov 27 BOC meeting                                       | 7:30 PM     |

*RR = Registration Required*

He also attended the Oceania CultureFest on October 22 and the speakers series event on October 25. He welcomed Messrs. Boulton and Klein back from their trip to Liyang, China. Mr. Boulton described some of the places they visited during the trip and presented Mr. Matthews with Liyang's official letter of intent to form a sister city relationship with Columbia.

## 7. Reports/Presentations

### (a) President's Report

Mr. Matthews provided a written report. In response to questions from Board members, Mr. Matthews said Long Reach Tennis Center is still on budget and on track to be completed during the first quarter of 2018.

### (b) Report from the CA Representative to the Inner Arbor Trust Board of Directors

Ms. Eagan provided a written report. In response to questions, she said:

- IAT is probably not raising as much money as expected but the Trust is beginning to plan off-season events for Merriweather Park.
- The Butterfly feature may be scaled down from the original proposal.
- IAT has talked to a number of potential sponsors.
- IAT will present a business plan to CA in February.
- IAT has modified its plan for lighting for the Chrysalis because the \$125,000 in State funding they received is not sufficient to implement the original lighting plan.
- IAT doesn't think it is practical to buy its own sound system; groups using the Chrysalis can rent speakers.
- IAT is developing new policies and procedures about what can and cannot be done in the park.
- The 2017 Symphony of Lights does not allow cars in the park.

### (c) Financial Reports - None

### (d) Department Overview – Sport and Fitness

Director Dan Burns introduced staff who gave overviews of the following divisions of the Sport and Fitness Department: Aquatics, Fitness Clubs, Golf Facilities, Sports Park/Skate Park, and Tennis.

## 8. Board Action

### (a) Consent Agenda

1. Approval of Minutes – September 28, 2017  
The minutes were approved without objection.

### (b) Board Votes

3. Paris Agreement on Climate Accord (*moved on the agenda*)

**Action:** Mr. Klein moved to authorize the CA President to sign an open letter to the international community indicating CA's support for the Paris Agreement on Climate Accord. Ms. Thomas seconded the motion, which passed unanimously. Vote: 10-0-0.

1. Vote to include Major Capital Projects and New Operating Initiatives received to date in the Proposed FY 2019 and Conditional FY 2020 Budgets

**Action:** Ms. McCord moved that the Board include major capital projects and new operating initiatives received to date in the Proposed FY 2019 and Conditional FY 2020 budgets. Ms. Zaret seconded the motion.

**Action:** Mr. Klein moved to amend the motion to only vote on whether to approve inclusion of proposed budget items that received favorable straw votes from all seven Board members who discussed the proposals during work sessions this month. Mr. Wu seconded the motion, which failed. Vote: 4-6-0.

For: Messrs. Boulton, Klein and Wu, and Ms. Evans

Against: Messrs. Schwind and Stack; and Mses. Eagan, McCord, Thomas, and Zaret

Abstain: none

**Action:** Ms. Evans moved to amend the motion to make including \$530,000 in the budget proposal for IAT for a pathway in Merriweather Park contingent on IAT providing the Board with a more sustainable plan re: construction and maintenance for the park. Mr. Klein seconded the motion, which failed. Vote: 5-5-0.

For: Messrs. Boulton, Klein and Wu, and Ms. Evans and Thomas

Against: Messrs. Schwind and Stack; and Mses. Eagan, McCord, and Zaret

Abstain: none

**Action:** Ms. McCord's original motion to include capital and operating initiatives received to date in the proposed FY 2019 and conditional FY 2020 budgets was voted on and passed. Vote: 5-3-2.

For: Messrs. Schwind and Stack; and Mses. Eagan, McCord, and Zaret

Against: Messrs. Boulton, and Klein; and Ms. Evans

Abstain: Ms. Thomas and Mr. Wu

2. Assessment Share Work Group Final Report and Recommendations

Ms. Krabbe commended the assessment share work group and noted that the assessment share funds serve the same people -- the Columbia community -- whether the funds are administered by CA or the villages. She said there seems to be general agreement that the contingency fund is no longer necessary, and she recommended that the fund be distributed 50/50 between the villages and CA, given that CA provides 60% of the villages' revenue, collectively. She recommended raising the village's operating reserve cap (the percentage of fiscal year operating expenses, minus depreciation, villages are permitted to maintain in cash and/or investments) to 30%; it is currently 15%. She also recommended establishing internal control reviews, cash reserve policies and investment policies for the villages' use of the funds.

**Action:** Mr. Schwind moved that the Board approve the revised allocation formula recommended by

the assessment share work group. Ms. Evans seconded the motion, which passed. Vote: 8-1-1.  
For: Mses. Evans, Thomas, Eagan, McCord and Mses. Boulton, Klein, Schwind and Stack.  
Against: Mr. Wu  
Abstain: Ms. Zaret (*out of the room at the time of the vote*)

**Action:** Mr. Boulton moved to implement a three-year phase-in of the assessment share reallocation formula. Mr. Schwind seconded the motion, which passed unanimously. Vote: 10-0-0.

**Action:** Mr. Klein moved that the balance of the contingency fund and any future money that goes into it be distributed to all 10 villages equally. Mr. Boulton seconded the motion. (Mr. Klein accepted Mr. Wu's amendment to require each village to implement fund reserve and internal review policies.). The amended motion failed. Vote: 3-7-0.  
For: Messrs. Boulton, Klein and Wu  
Against: Messrs.: Schwind and Stack; and Mses. Eagan, Evans, McCord, Thomas, and Zaret  
Abstain: none

**Action:** Mr. Stack moved that the contingency fund be split 50/50 between CA and the villages, and that CA pays the villages' portion out over a three-year period. Mr. Schwind seconded the motion, which passed. Vote: 6-4-0.  
For: Mses. Thomas, Zaret, Evans, Eagan and Messrs. Schwind and Stack  
Against: Messrs. Boulton, Klein, and Wu; and Ms. McCord  
Abstain: none

**Action:** Mr. Klein moved to remove the villages' reserve cap. Ms. McCord seconded the motion, which failed. Vote: 3-6-1.  
For: Messrs. Boulton, Klein and Wu  
Against: Messrs. Schwind and Stack; and Mses. Eagan, McCord, Thomas, and Zaret  
Abstain: Ms. Evans

**Action:** Mr. Stack moved to raise the villages' operating reserve cap to 30% of non-CA income. Mr. Schwind seconded the motion, which was discussed and tabled.

The meeting adjourned at 11:00 p.m., without addressing the following agenda items:

**9. For Your Information:** Howard County Economic Development Authority September 2017 STAT Report

**10. Tracking Forms**

- (a) Tracking Form for Board Requests
- (b) Tracking Form for Resident Requests

**11. Talking Points**

Respectfully submitted,

Valerie Montague  
Recording Secretary