

MINUTES
BOARD OPERATIONS COMMITTEE MEETING
NOVEMBER 27, 2017

Approved February 5, 2018

The regular meeting of the Board Operations Committee (BOC) was held on Monday, November 27, 2017 at Columbia Association headquarters. Present were BOC members Andrew Stack, Dick Boulton, Alan Klein, Milton W. Matthews, and Virginia Thomas. Also present were Board Members Janet Evans (arrived at 7:38 p.m.), Shari Zaret (arrived at 7:39 p.m.), and Nancy McCord (arrived at 7:58 p.m.); Vice President and CFO Susan Krabbe; General Counsel Sheri Fanaroff; and Chief Staff Liaison Janet Loughran.

1. Call to Order

The meeting was called to order at 7:30 p.m. by the chairman, Andrew Stack.

2. Announcement of Closed/Special Meetings Held/ To Be Held: None

3. Approval of Agenda: Mr. Klein moved, and Mr. Matthews seconded, to approve the agenda. The motion was approved unanimously.

4. Resident Speakout: No residents signed up for Resident Speakout.

5. Approval of Minutes – August 21, 2017

Ms. Thomas moved to approve the minutes of the August 21, 2017 meeting. Mr. Boulton seconded.

Action: The vote to approve the minutes was 3-0-2.

For: Messrs. Stack, Boulton, and Matthews

Against: None

Abstain: Mr. Klein and Ms. Thomas

6. Administrative Items - None

**7. Finalize Proposed Agendas for upcoming Board of Directors Work Sessions and Meetings
(a) Review Proposed Agenda – December 14, 2017 Board of Directors Work Session**

The BOC reviewed the proposed agenda for the December 14, 2017 Board of Directors Work Session.

Action: Ms. Thomas moved to approve the proposed agenda for the December 14, 2017 Board of Directors Work Session. Mr. Matthews seconded. The vote to approve the agenda was 4-0-1.

For: Messrs. Boulton, Matthews, and Stack; and Ms. Thomas

Against: None

Abstain: Mr. Klein

(b) Review Proposed Agenda – December 14, 2017 Board of Directors Meeting

The BOC reviewed the proposed agenda for the December 14, 2017 Board of Directors Meeting. Mr. Stack noted the Audit Committee will meet on December 11, 2017 and will review the FY 18 2nd Quarter Financial Report and the FY 18 2nd Quarter Financial Statements. The Audit Committee will also discuss the IRS Forms 990 and 990T, as well as selection of the independent auditors.

Action: Ms. Thomas moved to approve the proposed agenda for the December 14, 2017 Board of Directors meeting. Mr. Boulton seconded. The BOC approved the revised agenda unanimously.

(c) Review Proposed Agenda – January 11, 2018 Board of Directors Work Session

The BOC reviewed an updated proposed agenda for the January 11, 2018 Board of Directors Work Session. The updated agenda included five requests for easements.

Discussion focused on how to allocate sufficient time to discuss all suggested topics prior to convening a closed meeting of the Board. The BOC moved the environmental and climate-change topic from a discussion under Work Session Topics to a presentation by staff for 15 minutes. Comments on the presentation may be made in writing or at Resident Speakout at the January 25, 2018 Board meeting. Work session topics were rearranged to include the five easement requests.

Action: Ms. Thomas moved to approve the amended agenda for the January 11, 2018 Board of Directors work session. Mr. Matthews seconded. The BOC approved the amended agenda unanimously.

(d) Review Proposed Agenda – January 25, 2018 Board of Directors Meeting

The BOC reviewed an updated proposed agenda for the July 27, 2017 Board of Directors Meeting.

The updated agenda included a request to add the five requests for easements in the “Board Votes” section. The BOC agreed and also added the environmental and climate-change topic to the section.

Discussion focused on whether the “BWI Noise Issue” should remain on the updated proposed agenda. While acknowledging residents’ concerns, some questioned what impact, if any, CA would have on a resolution to the problem. Mr. Boulton made a motion to drop the BWI noise topic for the time being. Mr. Klein seconded the motion. The vote to approve the motion was 4-1-0.

For: Messrs. Boulton, Klein, Matthews, and Stack

Against: Ms. Thomas

Abstain: None

Action: Mr. Klein moved to approve the revised agenda for the January 25, 2018 Board of Directors meeting. Mr. Boulton seconded. The vote to approve the revised agenda was 4-1-0.

For: Messrs. Boulton, Klein, Matthews, and Stack
Against: Ms. Thomas
Abstain: None

(e) Review Proposed Agenda – February 8, 2018 Board of Directors Work Session

The BOC reviewed the proposed agenda for the February 8, 2018 Board of Directors work session. No changes to the proposed agenda were suggested.

Action: Mr. Matthews moved to approve the proposed agenda for the February 8, 2018 Board of Directors work session. Ms. Thomas seconded. The BOC approved the proposed agenda unanimously.

(f) Review Proposed Agenda – February 22, 2018 Board of Directors Meeting

The BOC reviewed the proposed agenda for the February 22, 2018 Board of Directors meeting. No changes to the proposed agenda were suggested.

Action: Ms. Thomas moved to approve the proposed agenda for the February 22, 2018 Board of Directors meeting. Mr. Boulton seconded. The BOC approved the proposed agenda unanimously.

8. Talking Points: The Talking Points were read by Chief Staff Liaison Janet Loughran.

9. Adjournment: The meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Janet F. Loughran
Chief Staff Liaison