

**Minutes of the
BOARD OF DIRECTORS MEETING
Held: May 10, 2018**

Approved: May 24, 2018

A meeting of the Columbia Association Board of Directors was held on Thursday, May 10, 2018 at Columbia Association headquarters. Present were members Dick Boulton, Lin Eagan, Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Andrew Stack, Virginia Thomas, Chao Wu, and Shari Zaret. Also present were CA Vice President & Chief Financial Officer Susan Krabbe and General Counsel Sheri Fanaroff.

1. **Call to Order:** The Board of Directors Meeting was called to order at 7:58 p.m. by CA Board Chair Andrew Stack.

2. **Approval of Agenda:**
Action: Ms. McCord moved to approve the agenda; Ms. Eagan seconded the motion. Mr. Schwind moved to add a discussion of the Royal Farms proposed site development plan, seconded by Mr. Klein. Mr. Wu moved to add a discussion on the process for approving drafts of closed meeting minutes and approving whether to release approved minutes of closed meetings, seconded by Mr. Klein. Mr. Stack agreed to add the two new topics to the agenda as topics 9 and 10. The amended agenda was approved unanimously.

3. **Resident Speakout:**
 - (a) Brian England, Hickory Ridge, spoke about New Town Zoning; the Royal Farms proposed site development plan; and the Guilford Industrial Park.
 - (b) Jervis Dorton, Oakland Mills, spoke about New Town Zoning and the Royal Farms proposed site development plan.

4. **Election of Chair and Vice Chair of the CA Board of Directors**
Messrs. Schwind and Stack expressed interest in running for Board Chair. Both discussed the reasons for their candidacy and answered questions from Board members. Board members voted by ballot and Mr. Stack was elected Chair of the Board of Directors for FY 19.

Mr. Boulton expressed interest in running for Board Vice Chair. Unopposed, Mr. Boulton became Vice Chair of the Board of Directors for FY 19.

5. **Appointments to Committees**
Audit Committee: Mr. Stack polled the Board for three individuals interested in serving on the Audit Committee for FY 19, reminding them that the Committee members should have familiarity with financial information. Messrs. Boulton and Schwind and Ms. Thomas expressed interest and were appointed as the three Board members on the Committee.

Risk Management: Mr. Stack polled the Board for three individuals interested in serving on the Risk Management Committee. Mmes. Eagan and Zaret expressed interest in continuing their membership on the Committee in FY 19. Ms. McCord expressed interest in serving as the third Board member on the Committee. There were no other nominees, and all three were appointed as the Board members on the Committee.

Board Operations Committee: The Board Chair and Vice Chair, together with the CA President/CEO, will be sitting members of the Board Operations Committee (BOC). Mr. Klein and Ms. Evans volunteered to serve on the BOC at the June 4, 2018 meeting. Future BOC meeting dates and membership will be determined at a later date.

Board Member Liaisons to Advisory Committees

Mr. Stack asked Board members the advisory committee on which each would like to serve as Board member liaison. Following is list of advisory committees and each committee’s Board member liaison:

Aquatics Advisory Committee	Alan Klein
Climate Change & Sustainability Advisory Committee	Ginny Thomas
Columbia Art Center Advisory Committee	Janet Evans
Golf and Green Advisory Committee	Lin Eagan
Health and Fitness Advisory Committee	Dick Boulton
Information Technology Advisory Committee	Andrew Stack
International & Multicultural Advisory Committee	Chao Wu
Senior Advisory Committee	Gregg Schwind
Teen and Middle School Advisory Committee	Alan Klein
Tennis Advisory Committee	Nancy McCord
Watershed Resident Advisory Committee	Shari Zaret

6. Selection of CA Representatives to the Inner Arbor Trust Board of Directors

Ms. Eagan was selected to serve as a CA representative to the Inner Arbor Trust Board of Directors for the period from May 10, 2018 until her successor is selected by CA’s Board of Directors. Mr. Schwind was selected to serve as a CA representative to the Inner Arbor Trust Board of Directors for the period from May 10, 2018 through September 30, 2018. Ms. Evans was selected to serve as a CA representative to the Inner Arbor Trust Board of Directors for the period October 1, 2018 until her successor is selected by CA’s Board of Directors.

7. Reappointments of Officers of Columbia Association

Action: Mr. Boulton moved that the Board of Directors reappoint the slate of officers as presented. Ms. McCord seconded the motion, which passed unanimously. The officers are:

Milton W. Matthews	President/CEO
Susan Krabbe	Vice President
Sheri V. G. Fanaroff	Secretary
Mary Lynn Schwartz	Treasurer
Don Van Deusen	Assistant Secretary

8. List of Dates for BOD Work Sessions and Meetings in FY 2019

Mr. Stack reviewed the proposed list of dates for Board of Directors work sessions and meetings in FY 2019.

9. Proposed Royal Farms Site Development Plan

The new proposed Royal Farms site development plan (SDP-17-041)) calls for a gas station, convenience store and restaurant, and a car wash at the intersection of Snowden River Parkway and Minstrel Lane. The application has no ingress or egress from Snowden River Parkway. The Planning Director recently determined that the application was ready to be heard by the Planning Board. The case was then scheduled to be heard by the Planning Board on June 7. However, Ms. Dembner informed the Board that the petitioner had pulled the case from the docket for the June 7 Planning Board meeting.

Ms. Dembner updated the Board on the status of the original SDP filed in 2014 (SDP-14-013), which CA opposed. That SDP included a gas station, convenience store, and a car wash, and included access onto Snowden River Parkway and Minstrel Way. The Planning Board denied the plan, and the petitioner appealed to the hearing examiner. The petitioner subsequently requested that the case be put on the inactive docket. After 180 days, the case was administratively dismissed. The petitioner appealed this to the County’s Board of Appeals and the Board voted unanimously to dismiss the appeal. The applicant still may appeal this case to the Circuit Court.

The Board discussed the proposed new site development plan and asked Ms. Dembner for the following:

- (a) A comparison of the zoning regulations on fueling stations to the recommendations of the Fuel Station Task Force;
- (b) A review of the signs being proposed in the current application; and
- (c) The timeframe in which the Planning and Zoning Department anticipates their planning study for Snowden River Parkway.

Mr. Schwind made a motion, seconded by Mr. Boulton, that the Board take a position opposing the proposed Royal Farms site development plan and direct staff to develop the strategy and arguments to go forward with the opposition. The motion was approved unanimously.

Ms. Dembner also gave a brief update on the County's capital project to widen Snowden River Parkway, which will add a lane of traffic in each direction, add multi-use pathways on both sides of the road, and make changes to the intersections that serve Lincoln Tech and Rustling Leaf. The widening has been a County capital project since 2008 and completion is several years away given the extensive land acquisition or access that is required. However, the Department of Public Works (DPW) recently held an open-house meeting to explain the project and some related breakout projects that the County does plan to complete more quickly. In summer of 2018, the County plans to implement a third left-turn lane from westbound Snowden River Parkway onto southbound Broken Land Parkway. The other project will change the traffic pattern onto Broken Land Parkway from the westbound exit ramp from Route 32 to reduce the amount of traffic weaving to travel northbound on Broken Land Parkway and the right-hand turning movements to Snowden River Parkway. Ms. Dembner stated that CA staff had attended the public meeting and then subsequently met with the DPW project managers to discuss the project and how it impacted CA's land on the north side of Snowden River Parkway.

10. Approving Closed Meeting Minutes

Board members had several suggestions regarding a timeframe in which minutes of closed meetings could be drafted and sent to the Board members for approval. Discussion also included the timeframe in which a decision could be made on whether to release or not release minutes of closed meetings. Further discussions will be held.

11. Adjournment: Hearing no objections, the meeting was adjourned at 10:02 p.m.

Respectfully submitted,

Janet F. Loughran
Executive Assistant to the President/CEO