

DRAFT MINUTES
BOARD OPERATIONS COMMITTEE MEETING
FEBRUARY 5, 2018

To Be Approved: June 4, 2018

The regular meeting of the Board Operations Committee (BOC) was held on Monday, February 5, 2018 at Columbia Association headquarters. Present were BOC members Andrew Stack, Milton W. Matthews, Alan Klein (in lieu of Dick Boulton), Nancy McCord (in lieu of Gregg Schwind), and Virginia Thomas (in lieu of Janet Evans). Also present were 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: Ms. Thomas moved, and Mr. Klein seconded, to approve the agenda. The motion was approved unanimously.

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

5. Approval of Minutes – November 27, 2017

Mr. Klein moved to approve the minutes of the November 27, 2017 meeting. Ms. Thomas seconded.

Action: The vote to approve the minutes was 4-0-1.

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

Against: None

Abstain: Ms. McCord

6. Administrative Items - None

7. Finalize Proposed Agendas for upcoming Board of Directors Work Sessions and Meetings
(a) Review Proposed Agenda – March 8, 2018 Board of Directors Work Session

The BOC reviewed the proposed agenda for the March 8, 2018 Board of Directors Work Session. Staff will provide suggestions for strategic issues on which the Board of Directors may wish to focus in the next 12 months. Citing the relevancy of, and the Board's interest in, CA's possible assumption of responsibilities for some commercial covenants, the BOC reversed the order of the first two topics to be discussed on March 8.

Action: Ms. Thomas moved to approve the amended agenda for the March 8, 2018 Board of Directors Work Session. Mr. Matthews seconded. The vote to approve the amended agenda was unanimous.

45 **(b) Review Proposed Agenda – March 22, 2018 Board of Directors Meeting**

46 The BOC reviewed the proposed agenda for the March 22, 2018 Board of Directors
47 meeting. It was suggested that minutes of closed meetings be approved throughout the
48 fiscal year rather than at, or near, fiscal year-end. In light of the brevity of the proposed
49 agenda, Ms. McCord moved that Item 6(c), “Overview of the Public Draft of ‘Howard
50 County, Maryland Development Regulations Assessment & Annotated Outline’” be
51 moved from the agenda for the March 8 Board of Directors Work Session and added to
52 the agenda for the March 22 Board of Directors Meeting. Forty-five minutes would be
53 allocated for discussion. Mr. Klein seconded the motion, which was approved
54 unanimously.

55 **Action:** Ms. McCord moved to approve the revised proposed agenda for the
56 March 22, 2018 Board of Directors meeting. Mr. Klein seconded. The BOC approved the
57 revised agenda unanimously.
58

59 **(c) Review Proposed Agenda – April 12, 2018 Board of Directors Work Session**

60 The BOC reviewed a revised proposed agenda for the April 12, 2018 Board of
61 Directors work session. The revised agenda includes a briefing on the plans for the
62 Athletic Club closure in summer 2018. Discussion focused on the beverage cart at
63 Fairway Hills and concerns raised by residents.

64 **Action:** Mr. Klein moved to approve the revised proposed agenda for the
65 April 12, 2018 Board of Directors work session. Ms. McCord seconded. The BOC
66 approved the revised agenda unanimously.
67

68 **(d) Review Proposed Agenda – April 26, 2018 Board of Directors Meeting**

69 The BOC reviewed the proposed agenda for the April 26, 2018 Board of Directors
70 meeting. No changes were suggested.

71 **Action:** Ms. Thomas moved to approve the proposed agenda for the April 26, 2018
72 Board of Directors meeting. Ms. McCord seconded. The BOC approved the proposed
73 agenda unanimously.
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75 **8. Talking Points:** The Talking Points were read by Chief Staff Liaison Janet Loughran.
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77 **9. Adjournment:** The meeting adjourned at 8:25 p.m.
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79
80 Respectfully Submitted,

81
82 Janet F. Loughran
83 Chief Staff Liaison