

**Minutes of the  
BOARD OF DIRECTORS MEETING  
Held: April 25, 2019**

Approved: May 23, 2019

A meeting of the Columbia Association Board of Directors was held on Thursday, April 25, 2019, at Columbia Association headquarters. Present were Chairman Andy Stack and members Dick Boulton, Renee DuBois, Lin Eagan, Janet Evans (via phone), Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Virginia Thomas, 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 8:25 p.m. by Chairman Andy Stack. Mr. Stack announced the directors in attendance and reminded attendees that the meeting is being live-streamed and recorded.

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

The **Risk Management Committee** held a closed meeting on March 28, 2019 at Columbia Association headquarters. Members present were Milton Matthews, Susan Krabbe, Lin Eagan, and Nancy McCord. 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 6:37 p.m. until 6:59 p.m. to review general liability claims and the general liability self-insurance program and financial statements.

The **Architectural Resource Committee** held a closed meeting on April 8, 2019. The members present were Sheri Fanaroff, Deb Bach, Carl McKinney, Gracie Bradford, and Eva Lambright. The vote to close the meeting was 5-0-0.

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 1:08 p.m. until 2:40 p.m. to discuss new and ongoing covenant cases.

**3. Approval of Agenda**

**Action:** Ms. Thomas moved to approve the agenda. Ms. Eagan seconded the motion, which passed unanimously.

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

**5. Resident Speakout:**

- a) Brian England, Hickory Ridge, spoke about a requested grant for an association to enforce East Guilford Industrial Park covenants.
- b) Chris Aleva, spoke about a grant request to promote passage of a zoning regulation amendment to add a provision for redevelopment in the commercial areas of Columbia.
- c) Jervis Dorton, spoke about a grant request to promote passage of a zoning regulation amendment to add a provision for redevelopment in the commercial areas of Columbia.
- d) Ron Hartman, River Hill, spoke about delays in getting a rain garden installed on his property.
- e) Joel Hurewitz, Harper's Choice, spoke about his request for information about bills and about the wording of some of CA's draft strategic goals.

## 6. Chairman's Remarks:

Mr. Stack submitted a written report. He also congratulated Gregg Schwind on 10 years of service on the CA Board, lauded the "Columbia's Promise" film, and talked about the many ways CA is notifying people about repairs to be made at Supreme Sports Club.

## 7. Reports/Presentations

### (a) President's Report

Mr. Matthews submitted a written report. In response to questions from the Board, Mr. Matthews said:

- The issue of residents feeling their inquiries are ignored is taken seriously.
- Staff will check into the amount of land CA owns in East Guilford Industrial Park.
- Staff will follow up on Mr. Hartman's issues with installation of a rain garden.
- Infestation of ash trees on CA land continues and CA is removing trees that might impact pathways, tot lots, etc. CA will develop a plan by the fall for replacing some of the trees.
- Status on East Guilford Industrial Park covenant enforcement proposal will be included in future

### President's Reports

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

Lin Eagan submitted a written report.

### (c) Financial Reports – none

### (d) Quarterly Update re: Membership Information

Sports and Fitness Director Dan Burns presented a report about membership sales, attrition and reasons for cancelling memberships. In response to Board members' questions, he said:

- Members are cancelled by CA after 60 days of non-payment.
- CA gained members during January – March quarter.
- Of people who canceled memberships, 36% listed "didn't use" as the reason; the industry average for non-use is about 30%.
- The primary predictor of whether people will cancel a membership is a change in their pattern of using the gyms.
- The numbers in the membership reports align with numbers in quarterly reports.

### (e) Development Tracker

Community Planner Jessica Bellah presented a report about projects and development proposals, including:

- May 16: Planning Board meeting re: site development plans for Downtown Public Square and County Circuit Courthouse
- July 24: Zoning Board meeting re: preliminary development plan for Hickory Ridge Village Center
- May 8: Design Advisory Panel (DAP) meeting re: Dorsey Overlook apartment complex

In response to Board members' questions, Ms. Bellah said:

- She will find out whether landscape screening requirements for age-restricted housing are the same as for other housing; screening requirements differ depending on the type of land use.
- She will check the timeline re: pre-submission meetings completed and planned for the Dorsey Overlook project and can submit written questions from the CA Board to the DAP before the May 8 meeting. (The DAP doesn't allow questions during their meetings.)
- She will check the proposed height of the Sheraton Hotel expansion and will find out whether or not a sun study has been done.
- A hearing examiner has allowed a project to move forward to redevelop the River Hill Garden Center property into River Hill Square commercial center.
- Community Ecology Institute project is in the pre-submission stage.
- She will find out when the Robinson Overlook proposal will be going before the Planning Board.

Board members said they want to know about projects that may be a threat to Columbia's nature as a unique planned community or that may be particularly consistent with Columbia's nature.

(f) Capital Projects and Open Space Updates

Open Space Director Dennis Matthey presented a slide show highlighting:

- Fiberglass composite bridge material piloted on a Kings Contrivance bridge.
- New boardwalk installed in Downtown Crescent Area by Howard Hughes Corp. on CA open space.
- Wooden swings replaced by metal ones at Quick Fox Tot Lot.
- Town Center Fountain operating better after removal of a chicken bone from an impeller.
- Turf renovations in Symphony Woods, which the county will help maintain.
- An event pad that can accommodate a large tent has now been installed at Fairway Hills Golf Course.
- Community engagement: bio-retention planting in River Hill, Community Energy Program meeting at Owen Brown Community Center, and stream waders program.

**8. Board Action**

(a) Consent Agenda

1. **Approval of Minutes** of March 28, 2019 BOD meeting  
The minutes were approved by consent.
2. Appointments to the CA's Architectural Resources Committee  
The appointments were approved by consent.

(b) Board Votes

1. Easement Request – Grace Drive Pathway

**Action:** Mr. Boulton moved to give Howard County an easement for construction and maintenance of a pathway connections to Grace Drive, Quiet Night Ride and an existing CA pathway. Ms. DuBois seconded the motion, which passed unanimously.

*Ms. Evans' call was disconnected. Ms. DuBois left the room.*

2. Appointments to Millennial Advisory Committee

Mr. Matthews noted that CA received nearly 75 applications from community members aged 18 to 34 and accepted 15 members and 10 alternates.

**Action:** Ms. McCord moved to accept the recommended candidates for the Millennial Advisory Committee. Mr. Boulton seconded the motion, which passed unanimously. Vote: 8-0-0

3. Proposed Template for Use by the Audit Committee

**Action:** Mr. Schwind moved to approve a draft template for reporting sexual harassment allegations via the Audit Committee's closed sessions. Ms. Zaret seconded the motion, which passed unanimously. Vote: 8-0-0

*Ms. DuBois returned.*

**10. Tracking Forms**

(a) Tracking Form for Board Requests

Ms. Zaret added a request for CA's easement plan policy.

Mr. Klein asked that the wording of the Board's actual motion regarding filing of a CBA BILL be posted on CA website's landing page re: CBA information.

(b) Tracking Form for Resident Requests

**11. Talking Points:** The Talking Points were read by Recording Secretary Valerie Montague.

**12. Adjournment:** The meeting was adjourned at 10:30 p.m.

Respectfully submitted,

Valerie Montague  
Recording Secretary