

**Minutes of the
BOARD OF DIRECTORS MEETING
Held October 28, 2021**

Approved November 11, 2021

A hybrid (virtual and in-person) meeting of Columbia Association's Board of Directors was held on Thursday, October 28, 2021. Present were Chair Janet Evans, Vice Chair Virginia Thomas, and members Dick Boulton, CA President/CEO Lakey Boyd, Jessamine Duvall, Lin Eagan, Eric Greenberg, Christine (Tina) Horn, Andrew Stack, Ashley Vaughan, and Shari Zaret. Also in attendance was CA Senior Vice President Susan Krabbe.

1. Call to Order: The Board of Directors Meeting was called to order at 7:00 p.m. by Chairperson Janet Evans.

- (a) The meeting was being held in a hybrid format, both virtually and in-person at the CA Headquarters.
- (b) Ms. Evans took roll of the directors in attendance.
- (c) All attendees and listeners/viewers were reminded that the meeting was being live-streamed and being recorded with links available on the CA website.
- (d) The Timekeeper was Ms. Duvall.

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

The **Audit Committee** held a closed meeting on September 20, 2021. Members present were James Young, Dick Boulton, Janet Evans, and Andrew Stack. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(i) Discussion of matters pertaining to employees and personnel, and (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 7:39 p.m. until 9:06 p.m. for review of several internal audit reports.

The **Risk Management Committee** held a closed virtual meeting on September 23, 2021. Members present were Lakey Boyd, Jessamine Duvall, Tina Horn, and Susan Krabbe. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Association 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 6:30 p.m. until 6:55 p.m. to discuss the general liability self-insurance program and active claims.

CA's **Board of Directors** held a closed virtual meeting on September 23, 2021. Members present were Chairperson Janet Evans, Vice Chair Virginia Thomas, Dick Boulton, Lakey Boyd, Jessamine Duvall, Lin Eagan, Tina Horn, Andrew Stack (not involved in vote to close), and Shari Zaret. The vote to close the meeting was 7-0-0.

The closed meeting was authorized under the Maryland Homeowners Association 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 8:52 p.m. until an undicated closing time to vote about policy for ethics policy procedure and to review Symphony Woods Subcommittee Report.

The **Architectural Resource Committee** held a closed virtual meeting on October 11, 2021. Members present were Deb Bach, Susan Sloan, Ed Gordon, and Devora Wilkinson. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Association 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 1:03 p.m. until 2:09 p.m. to discuss new and ongoing covenant cases.

CA's **Board of Directors** held a closed virtual meeting on October 21, 2021. Members present were Chairperson Janet Evans, Vice Chair Virginia Thomas, Lakey Boyd, Jessamine Duvall, Lin Eagan, Eric Greenberg, Tina Horn, and Ashley Vaughan. The vote to close the meeting was 7-0-0.

The closed meeting was authorized under the Maryland Homeowners Association 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 7:02 p.m. until 9:42 p.m. to review Symphony of Lights Settlement Negotiations.

3. Approval of Agenda

Ms. Evans indicated an agenda amendment. Section 5(b) Easement Request – Lornwood Daycare Parking and Access is moved to Section 6 Board Votes.

Action: Ms. Thomas moved to approve the amended agenda. Ms. Eagan seconded the motion, which passed unanimously, 10-0-0.

For: Messrs. Boulton, Greenberg, and Stack, and Mmes. Duvall, Eagan, Evans, Horn, Thomas, Vaughan, and Zaret

Against: None

Abstain: None

4. Verbal Resident Speakout

(a) Amy Bennett – Elmwood Stream Restoration Project in Long Reach

(b) Claudia Pak – did not attend meeting

(c) Leah Saliter – did not attend meeting

(d) Alex Hekimian – Observations about FY 2023 Budget Scenario 3, tabled by Ms. Evans until covered by the Board in 7(b) First Discussion of Scenarios – FY 2023 Budget.

(e) David Weeks – Haiti Sister City Committee

(f) Shuang Zhou – Columbia – Liyang Sister City Committee

(g) Alex Garza – Merriweather Lake House Hotel Federal PPP loans received for workers

(h) Jill Christianson – Luminus Network for New Americans, services for immigrants

(i) Denee Barr (arrived later to virtual meeting, spoke after Section 8) – Support of Columbia Sister Cities Programs

(j) Jeannett Jackman – did not attend meeting

5. Consent Agenda

(a) Approval of Minutes – September 23, 2021 Board Meeting - Approved by consent

6. Board Votes

(a) Easement Request – Lornwood Daycare Parking and Access

Action: Ms. Thomas moved to accept the Lornwood Daycare Parking and Access Easement, with a change to the fourth paragraph: “The easement will terminate if and when the current use of the granted property ceases to be for a Maryland-licensed daycare center.” Mr. Stack seconded the motion, which passed unanimously, 10-0-0.

For: Messrs. Boulton, Greenberg, and Stack, and Mmes. Duvall, Eagan, Evans, McCord, Thomas, Vaughan, and Zaret

Against: None

Abstain: None

7. Board Discussion

(a) Appointment of New Board Members to Committees

Mr. Greenberg was appointed to the Audit Committee and named as Board Member Liaison to the Aquatics Advisory Committees. Ms. Vaughan was appointed to the Risk Management Committee. Ms. Thomas was named Board Member Liaison to the Senior Advisory Committee. The Board Operations Committee will include Ms. Horn as a Board member at the November 29, 2021 meeting and Mr. Boulton as a Board member at the February 28, 2022 meeting.

(b) First Discussion of Scenarios – FY 2023 Budget

Ms. Boyd, Ms. Krabbe, and Mr. Burns presented Scenario Test Cases for the FY 2023 Budget. This process is to engage the community more directly and earlier, offering the CA Board more flexibility over key variables. These test cases are a collection of details to get more vision into operations; a reorganization of line items in different ways; and assumptions of estimates pertaining to elements of the scenarios. There is online availability for community feedback and a virtual meeting on November 4, 2021, as part of this process.

8. Questions Only

(a) President’s Report – Provided in writing

(b) Report from the CA Representatives to the Inner Arbor Trust Board of Directors – Provided in writing

(c) Tracking Forms –

(i) Board Requests –

- 1) Mr. Stack – Impact upon CA if the Complete Streets Design Manual is approved
- 2) Mr. Stack – Impact upon CA of Howard County Council bills re: preserving the tree canopy and specimen trees
- 3) CA BOD – Impact upon CA if Howard County increases the minimum wage
- 4) CA BOD – Sheraton/Lake Kittamaqundi Pathway Connection Easement Request

(ii) Resident Requests – No changes

(d) Board Priority Review – Not discussed

Note: Resident Speakout speaker Denee Barr spoke at this time.

9. Proposed New Topics

Ms. Horn will coordinate a BOD group tour of Undesign the Red Line, a Howard County Library exhibit.

10. Chair’s Remarks

Ms. Evans thanked Ms. Krabbe, Ms. Eagan, and all who have contributed to the budget with the depth of understanding this version offers. She will send out a link to the Board for additional evaluation of the budget. The

next meeting will be November, 11, 2021 and it will serve as the only November meeting. She also reminded the Board that Ms. Boyd's mid-year review will be coming up in November; it will be done online, ultimately in aggregate fashion, and is due by mid-November. The next packet for the Board will be posted November 5, 2021.

11. Adjournment

Action: Motion to adjourn was moved by Mr. Stack, seconded by Ms. Horn, and passed unanimously,

For: Messrs. Boulton, Greenberg, and Stack, and Mmes. Duvall, Eagan, Evans, McCord, Thomas, Vaughan, and Zaret

Against: None

Abstain: None

The meeting was adjourned at 9:38 p.m.

Respectfully submitted,

Bonnie Butler
Recording Secretary