

**Minutes of the  
BOARD OF DIRECTORS MEETING  
Held January 27, 2022**

Approved February 24, 2022

Columbia Association's Board of Directors held a virtual meeting on Thursday, January 27, 2022. Present were Chair Janet Evans, Vice Chair Virginia Thomas, and members Dick Boulton, Lakey Boyd, Jessamine Duvall (arrived late), Lin Eagan, Eric Greenberg, Christine (Tina) Horn, Andrew Stack, Ashley Vaughan, and Shari Zaret.

**1. Call to Order:** The Board of Directors Meeting was called to order at 7:01 p.m. by Chair Janet Evans.

- (a) The meeting was held in a virtual format.
- (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. Zaret.

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

CA's **Risk Management Committee** held a closed meeting on December 9, 2021. Members present were Lakey Boyd, Tina Horn, Jessamine Duvall, Ashley Vaughan, and Susan Krabbe. The vote to close the meeting was 5-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(iv), Consultation with staff personnel, consultant, 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 6:59 p.m. to review the status of the general liability self-insurance program and related incidents.

CA's **Architectural Resource Committee** held a closed meeting on December 13, 2021. Members present were Wes Aniton, Deb Bach, Devora Wilkinson, Susan Sloan, and Ed Gordon. 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, consultant, 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 2:20 p.m. to discuss new and on-going covenant cases.

CA's **Architectural Resource Committee** held a closed meeting on January 10, 2022. Members present were Wes Aniton, Deb Bach, Devora Wilkinson, and Susan Sloan. The vote to close the meeting was 3-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(iv), Consultation with staff personnel, consultant, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 1:02 p.m. until 1:50 p.m. to discuss new and on-going covenant cases.

CA's **Board of Directors** held a closed meeting on January 13, 2022. Members present were Dick Boulton, Lakey Boyd, Jessamine Duvall, Lin Eagan, Janet Evans, Eric Greenberg, Tina Horn, Andrew Stack, Ginny Thomas, Ashley Vaughan, and Shari Zaret. The vote to close the meeting was 7-3-0.

For: Messrs. Greenberg and Stack and Mmes. Duvall, Evans, Horn, Thomas, and Vaughan  
Against: Mr. Boulton and Mmes. Eagan and Zaret  
Abstain: None

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. The meeting was closed from 10:00 p.m. until 11:30 p.m. for the purpose of discussing and voting on matters pertaining to personnel.

### 3. Approval of Agenda

**Action:** Ms. Thomas moved to approve the agenda, seconded by Ms. Eagan. The motion passed by a vote of 8-1-0.

For: Messrs. Greenberg and Stack, and Mmes. Eagan, Evans, Horn, Thomas, Vaughan, and Zaret  
Against: Mr. Boulton  
Abstain: None

### 4. Verbal Resident Speakout

(a) Mary Kay Sigaty – Columbia Festival of the Art – Spoke about the 35<sup>th</sup> anniversary of Columbia Festival of the Arts and CA’s consideration of a possible grant to help support Lakefest on June 10-12, 2022.

(b) Amy Bennett – Protect Our Stream Long Reach – Read portions of a letter from the Chesapeake Bay Foundation regarding the Lake Elkhorn Stream Restoration Project

(c) Michael Golibersuch, Village Board Chair – Owen Brown Community Association - Spoke about CA’s proposed FY 2023 budgets, specifically mentioning (i) concern with the formula used to calculate the allocation to each of the villages; (ii) a suggestion to close 2-3 under-utilized outdoor pools; and (iii) lack of clarity regarding how the budget aligns with CA’s Board of Directors’ strategic plan.

(d) Kristine Amari – Hickory Ridge – Spoke about repairing and reopening the Sixpence Tot Lot

(e) Laura Parrish, Village Manager – Hickory Ridge – Spoke about repairing and reopening the Sixpence Tot Lot

(f) Ryan Gardner – Hickory Ridge – Spoke about repairing and reopening the Sixpence Tot Lot

### 5. Consent Agenda

(a) Approval of Minutes – December 9, 2021 Board Meeting - Approved by consent

### 6. Board Votes

(a) Extension of the Minority Business Enterprise Program Policy

**Action:** Mr. Boulton moved to extend the current Minority Business Enterprise Program Policy. Mr. Stack seconded the motion.

Discussion focused on MBE recommendations from the Board subcommittee, which had been sent to the Board members late in the afternoon of the Board meeting.

**Action:** Mr. Stack suggested a friendly amendment to Mr. Boulton’s motion. Mr. Stack moved to extend the current Minority Business Enterprise Program Policy for ten years, and to request that staff come back in March for additional discussion on provisions of the policy after considering both the recommendations proposed by the Board subcommittee and any other recommendations staff may have at that time. Mr. Boulton accepted Mr. Stack’s amendment. Ms. Evans called the question. Hearing no objections, the amended motion passed unanimously.

For: Messrs. Boulton, Greenberg, and Stack, and Mmes. Duvall, Eagan, Evans, Horn, Thomas, Vaughn, and Zaret  
Against: None  
Abstain: None

## **7. Board Discussion**

### **(a) Draft FY 2023 Budgets**

Ms. Boyd, together with Ms. Krabbe, opened the discussion with a PowerPoint presentation summarizing the budget process, key impacts of the draft budgets, information on the annual charge and memberships and fees, staffing and personnel, CA's outlook, and financial information. Questions from Board members on various parts of the budgets were answered by staff.

Two topics garnering the most discussion were the request for consideration of a grant to the Columbia Festival of the Arts, and the renovation and reopening of the Sixpence Tot Lot in Hickory Ridge. Ms. Evans polled Board members on the direction to give to staff on both topics, with the following results:

- The capital budget should remain at \$11M.
- No final decision was made regarding renovation of the Sixpence Tot Lot. Staff is asked to provide information on trade-off's that would be necessary in the capital budget should the Board wish to include funding for the renovation.
- No changes will be made to the proposed Grants budget at this time.

### **(b) Human Resources Division Update**

Ms. McMellon-Ajayi, director of Human Resources, Diversity & Inclusion provided a PowerPoint presentation focusing on Diversity, Equity and Inclusion; COVID-19; Learning and Organizational Development; and HR Operations.

## **8. Questions Only**

(a) President's Report – A written report was provided. Board members thanked Ms. Boyd and CA staff for the Climate Vulnerability Session held on Wednesday, January 26.

(b) Report from the Inner Arbor Trust – A written report was provided. A question was asked regarding the availability of the audited financial statements for FY 19, 20, and 21. Auditors continue to work on all.

(c) Pre-filed Legislation - A written report was provided. A question was asked about the impact of CB10-2022 – Recall of Employees after COVID-19 Layoffs – upon CA. Concern was expressed that HB93 – Candidates for Offices of Municipalities and Common Ownership Communities-Reports of Donations and Disbursements – would have an impact upon the CA Board of Directors, since these seats are part of the village boards of directors.

(d) Board Priority Review – No discussion.

(e) Tracking Forms – No discussion.

## **9. Proposed New Topics**

- Ms. Duvall – Revisit the Grants policy before next fiscal year
- Mr. Boulton – Inquired about the status of the Policy Book; updates to the ethics policies (addressed in the President's Report); and job descriptions for the two open positions in the President's Office (available on the Careers page on CA's website).
- Ms. Horn – Can Pronouns Training be offered to the Board of Directors

## **10. Chairs' Remarks**

Oral remarks were made by Ms. Evans.

**11. Adjournment**

**Action:** Mr. Boulton made a motion to adjourn, seconded by Ms. Thomas. Hearing no objections, the meeting adjourned at 10:25 p.m.

Respectfully submitted,

Janet F. Loughran  
Executive Assistant to the President/CEO