

**Minutes of the  
BOARD OF DIRECTORS MEETING  
Held: July 24, 2014**

Approved: August 14, 2014

**BOARD WORK SESSION**

A work session of the Columbia Association Board of Directors was held on Thursday, July 10, 2014 at the Columbia Association Building. Present were the Chair, Andrew Stack; and members Reg Avery (via phone), Michael Cornell, Jeanne Ketley, Alan Klein, Nancy McCord, and Russ Swatek. Members Brian Dunn, Gregg Schwind, and Tom O'Connor were absent. Also present were CA President/CEO Milton Matthews, Governance Chief of Staff Rob Goldman, and Chief Staff Liaisons Susan Krabbe and Jane Dembner (via phone).

**1. Call to Order:** The meeting was called to order at 7:31 p.m. by the Chair, Andrew Stack.

**2. Approval of Agenda:**

**Action:** Mr. Cornell moved that the agenda be accepted; Ms. McCord seconded the motion, which passed. Vote: 6-1-0

For: Messrs. Stack, Avery, Cornell, and Swatek, and Meses. Ketley and McCord.

Against: Mr. Klein

**3. Resident Speakout:** There were three participants in Resident Speakout:

(a) Dick Boulton, Dorsey Search, spoke about the Inner Arbor plan.

(b) Tom Scott, Wilde Lake, spoke about golf courses.

(c) Joel Hurewitz, Harpers Choice, thanked the Board for approving the Inner Arbor plan.

**4. Work Session on CA and the Environment**

Jeremy Scharfenberg, John McCoy, and Sean Harbaugh briefed the Board on aspects of CA operations that impact the environment, and some of the projects underway to reduce CA's impact on the environment and to reduce operating costs.

**5. Adjournment:** The work session was adjourned at 9:17 p.m.

**BOARD OF DIRECTORS MEETING**

A meeting of the Columbia Association Board of Directors was held on Thursday, July 10, 2014, at the Columbia Association Building. Present were the Chair, Andrew Stack; and members Reg Avery (via phone), Michael Cornell, Jeanne Ketley, Alan Klein, Nancy McCord, and Russ Swatek. Members Brian Dunn, Gregg Schwind, and Tom O'Connor were absent. Also present were CA President/CEO Milton Matthews, Governance Chief of Staff Rob Goldman, and Chief Staff Liaisons Susan Krabbe and Jane Dembner (via phone).

**1. Call to Order:** The Board of Directors Meeting was called to order at 9:18 p.m. by the Chair, Andrew Stack.

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

The Risk Management Committee held a closed meeting at the Columbia Association Building on July 10, 2014. Members present were: Milton Matthews, Alan Klein, Tom O’Connor, Richard Shaw, and Susan Krabbe. The vote to close the meeting was 4-1-0.

For: Messrs. Matthews, O’Connor, and Shaw and Ms. Krabbe

Against: Mr. Klein

The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111 (4)(i), Discussion of matters pertaining to employees and personnel; §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; and §11B-111 (4)(vi) Consideration of the terms or conditions of a business transaction in the negotiation stage if the disclosure could adversely affect the economic interests of the homeowners association. The meeting was closed from 6:40 p.m. until 7:35 p.m.

**3. Approval of Minutes:**

**Action:** Ms. McCord moved to approve the minutes of July 10. Mr. Cornell seconded the motion, which passed unanimously. Vote: 7-0-0.

**4. Chairman’s Remarks:**

On August 2 at 6:00 p.m., there will be a grand opening of the new Owen Brown tennis clubhouse. On August 4, there will be a closed meeting of the Board at 7:30 p.m., followed by a BOC meeting at 8:30. There will be one Board meeting in each of the next two months -- on August 14 and September 11. A work session on New Town zoning is tentatively scheduled for September 18. On October 23, there will be a board meeting that will include a work session on CA’s indoor aquatic facilities. Mr. Stack thanked Mr. Matthews, Mr. Goldman and staff for the groundbreaking ceremony for Haven on the Lake, which he said was well attended.

**5. President’s Report:**

Referring to graphs and charts in the Sustainability Dashboard, Mr. Cornell asked why the number of camp users number dropped so dramatically (Page 21) and asked that a bar graph on Page 22 be redrawn to remove School Aged Services’ outsized results (350,000 visits) so that results for other programs (with fewer than 50,000 visits each) will be easier to see graphically. Mr. Klein asked that when a dashboard item shows a result that is not favorable, as in Ratio 6 on Page 4 of the Sustainability Dashboard, the item be presented in a color other than green so that Board members can discern it easily. Regarding the Finance Department section of the report, Ms. Krabbe said CA closed on a \$30 million term loan to replace bond financing. The loan is secured by annual charge revenue. The funds enabled CA to pay off higher-interest senior secured bonds as well as most of the balance on its line of credit.

**6. Recommendations for Board Action**

(a) Consent Agenda - None

(b) Recommendations for Action

1. Approval of Howard County Easement Request – Stormwater Management Pond, Huntington Neighborhood

**Action:** The Board unanimously approved the SIC recommendation to approve Howard

County's easement request for a stormwater management pond in the Huntington neighborhood.  
Vote 7-0-0.

2. Approval of Howard County Easement Request – Water Main Crossing, Fairway Hills Golf Course along Route 29

**Action:** The Board unanimously approved the SIC recommendation to approve Howard County's easement request for a water main crossing at Fairway Hills Golf Course along Route 29.

Vote 7-0-0.

**7. Reports**

(a) FY 2014 Financial Statements and Independent Auditors' Report – Columbia Association, Inc.

(b) FY 2014 Financial Statements and Independent Auditors' Report – Incentive Savings Plan and Trust

Mr. Cornell said the Audit Committee met last night and that the types of reports CA is now getting are impressively more detailed than ones received in the past. He also said the audit report was clean and he congratulated Ms. Krabbe and her team. Both reports will be filed.

**8. Tracking Forms:**

(a) Tracking Form for Board Requests

Ms. Krabbe said she has begun the task of compiling data on golf course costs over the past 10 years. Mr. Klein asked for minutes of open and closed meetings of the Inner Arbor Trust. Mr. Cornell asked for information on CA's use of neonicotinoids (pesticides linked to bee colony collapse).

(b) Tracking Form for Resident Requests

**9. Talking Points:** Recording Secretary Valerie Montague read the Talking Points.

**10. Adjournment:** Mr. Swatek moved to adjourn the meeting. Mr. Avery seconded the motion, which was approved by consensus. The meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Valerie Montague  
Recording Secretary