



Owen Brown Village Board Meeting
November 1, 2011 7:00 p.m.
Owen Brown Community Center
6800 Cradlerock Way Columbia, MD 21045

Approved: November 15, 2011

The Board of Directors of the Owen Brown Community Association, Inc. conducted its regular meeting of the Board on Tuesday, November 1, 2011 at the Owen Brown Community Center, 6800 Cradlerock Way, Columbia, Maryland 21045. Board Vice Chair, Wayne Eldridge arrived at approximately 7:20 pm; Board Members, Pearl Atkinson-Stewart, Otis Cutler, Ann Febraro, Kecia Rome and Katharyn Sunderman; CA Representative, Andy Stack; OBCA manager, Nancy L. Thomas and Recording Secretary, Rachel Eisenhauer were present. Chair, John Boyle; Parliamentarian Ajile Brown; and Teen Representative, Noah Wright were not present.

1. Call to Order – Nancy Thomas called the meeting to order at 7:07 pm.

2. Approval of agenda -Pearl motion to amend the Agenda to change Andy Stack, CA Representative's report to item #3 (due to his need to attend a CA meeting) on the Agenda. Otis second. Agenda approved as amended. 5/0/0

3. CA representative Report - Andy Stack reported that several Owen brown projects made the first cut for the CA 2013/2014 budget. Currently, money is budgeted to redo Homespun Pond; rebuild the tennis courts and clubhouse; complete watershed projects. He suggested that people from the tennis community; residents from Homespun area and those people interested in watershed projects should be notified of the January public hearing. In addition, here is a meeting November 8th at Owen Brown Community Center on proposed solar panels at Hopewell Park. Andy also reported that the recent nor'easter and other storms dumped about 10% more sediment in the fore bay area of Lake Kittamaqundi. Currently, CA management is developing a plan for annual maintenance of Columbia's lakes and ponds and CA management is considering three (3) proposals for either new, expanded or renovated Hobbits Glen Golf course club house - redo existing; expansion on existing footprint; or brand new. 4-6 million dollar club house.

4. Approval of minutes

a. Approval of October 18, 2011 Minutes. Pearl motion to approve minutes as amended. Otis second. Minutes approved as amended. 5/0/1 Katharyn abstained.

5. Resident comments - none

6. Financial decisions

a. Discussion of reduced rental rates meeting specified criteria. Wayne inquired whether the reduced rate would work instead of free and suggested a possible trial period. Pearl suggested there are other expenditure ideas such as offering rebates to increase business which

should be looked at first. Otis suggested offering reduced rates to assist start up minority businesses have meetings. Nancy to find out rates at other village associations. She also has purchased 2 more security cameras in Hopewell \$2500 and would like to purchase a ceiling mount projector as Wayne suggested. Nancy stated that Debbi Herman will be completing the 2nd quarter financials soon. Pearl suggested spending more money on seniors and teens. Possibly help with bus expense or school events. Board will ask for input from Noah.

7. Reports

a. Village Manager – Nancy’s report emailed and posted to Google docs. Nancy will set up a Manager folder on Google Docs and place the Employee Manual, Evacuation plan for employees and building in the folder.

b. Covenant Advisor –Report sent to Board.

c. Committees - Policy committee has ethics policy first draft completed but the Board did not have a chance to review it before tonight’s meeting. It will be added to the next meeting agenda. Pearl stated it is an Ethics policy not a Whistle blower policy. Wayne to send by email with voting button.

8. Review of action items from previous meeting

a. Manager action items from 10-18-11.

1. Nancy to ask for HCPD/County to come and talk about pedestrian crossing and satellite office. Completed 10-26-11.

2. Nancy to order collar shirts- Royal Blue for Board and community t-shirts Completed 10-25-11.

3. Nancy to finish emergency plan for center. Completed 10-28-11.

4. Nancy to include manager action items in minutes going forward. Completed 10-18-11.

b. Board actions-orientation. Nancy stated that there is an orientation document on Google docs. Update iPads on host computer before next Board meeting.

9. Discussions

a. Whistleblower Policy – Ethics policy. Discussed above.

10. Board Member comments- Katharyn – Happy with position; Otis ditto; Ann – street captains what is going on. Frank Chandler is chair of this committee. Pearl suggests inviting Frank to an upcoming meeting. Kecia attended Cabaret. Pearl would like better snacks for board meeting. Wayne apologized for being late to this meeting. He spoke with John. John doesn’t have time to act as Board Chair. Wayne will have all the information by the next Board meeting.

11. Review of action items for next meeting

a. Staff actions –

1. Nancy to create Manager Folder on Google docs. Employee manual; emergency action plan and evacuation plan.

2. Nancy to contact police about enforcement in crosswalks.

3. Nancy to have Frank Chandler come meet the board.

4. Nancy to set up link on the web page to room prices and put the room contract online. She will explore adding possible endorsements from rentals online.

5. Nancy to provide more substantial snacks for Board meetings.

b. Board actions

1. Wayne to collect comments about the agenda format and also add in various committees to each Board meeting agenda.
2. New Board members are to give Wayne feedback about orientation.
3. Wayne will speak with John about resignation as Chair and the correct process for filling the position.

12. Adjournment – Otis motion to adjourn meeting. Katharyn second. Meeting adjourned at 8:40 pm.