



**TOWN CENTER COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MINUTES**

December 8, 2021

APPROVED

The regular meeting of the Town Center Community Association Board of Directors was held on Wednesday, December 8, 2021, both in-person and via Zoom virtual meeting due to the continued COVID-19 pandemic. Those present for the meeting were Kevin Fitzgerald, Board Chair; Lynn Foehrkolb, Board Vice Chair; Joel Broida (Zoom), Dean Dworkin (Zoom) and Clara Pino (Zoom), Board Members; and Lyn Locke, Village Manager. Lin Eagan, CA Representative (Absent). Jamison Hibbard (Absent). The Board was pleased to have in attendance Megan Williams Constituent Services Liaison, Office of the County Executive; Sandy Queen, Waterbury Board member and Elaine Buderer (representing Kittamaquandi Church).

At 7:00 p.m., Mr. Fitzgerald called the meeting to order. Mr. Fitzgerald asked for a motion to approve the agenda. Ms. Foehrkolb made a motion, seconded by Mr. Broida, to approve the agenda as submitted. The motion carried unanimously.

Mr. Fitzgerald asked for comments on the November 10, 2021, minutes, and a motion to amend and/or approve the minutes. Mr Broida made a motion to approve as submitted, seconded by Ms. Foehrkolb. The motion carried unanimously.

Resident Speak Out

No residents were in attendance for Resident Speak Out.

Architectural Committee

- **Kittamaquandi Church Sign (5410 Leaf Treader Way) Facing Vantage Point Road**
 - **Redo Sign and Install**

- **Mr. Broida called the meeting to order. Ms. Pino made a motion to approve the application as submitted, seconded by Mr. Dworkin. The motion carried unanimously.**

Order of Business

- **Town Center Cash Reserves/Contingency Fund New Policy**
- **Board Member Responsibilities**
- **Security Update**

- 2QFY22 Financials
- Town Center Board & Village Manager: Strategic Initiative Updates from Champions (Tenets/Goals 1-3)
- Inner Arbor Trust Funding

Town Center Cash Reserves/Contingency Fund New Policy

The Board discussed the new cash reserve/contingency fund policy. Minor changes were made. **Mr. Broida made a motion to approve the Cash Reserves/Contingency Fund New Policy with the changes, seconded by Mr. Fitzgerald. The motion carried unanimously.**

Board Member Responsibilities

Mr. Fitzgerald noted that he reviewed the Board responsibilities listed on the website and that Mr. Locke and he drafted a revised list of responsibilities and code of ethics for review. **Ms. Pino made a motion to approve the new Board Responsibilities as discussed and submitted, seconded by Ms. Foehrkolb. The motion carried unanimously.**

Security Update

Mr. Locke commented that he has been in contact with the Howard County Police Department regarding all issues in Town Center including those in the Vantage Point Road area. All issues are being investigated and addressed.

2QFY22 Financials

Mr. Locke presented the Second Quarter FY22 Financial Statements. **Ms. Foehrkolb made a motion to approve the Second Quarter FY22 Financial Statements as presented, seconded by Mr. Broida. The motion carried unanimously.**

Town Center Board & Village Manager: Strategic Initiative Updates from Champions (Tenets/Goals 1-3)

Mr. Locke reviewed Tenet one and two and asked for updates on Board activity. Ms. Pino noted that she developed two Facebook ads targeting graphic designers and creative people to encourage submission of new logo designs for the logo contest. Both ads did well. The submission deadline for the logo contest is December 27, 2021. Mr. Locke noted that Jamison Hibbard attended the APFO 101 (Adequate Public Facilities Ordinance) training held by Howard County. Ms. Foehrkolb noted that she attended the second Design Advisory Panel meeting reviewing the Howard Hughes “medical office building” project. Ms. Foehrkolb recommended doing a HOA/Condo presidents meeting at Historic Oakland sometime early in the New Year. Ms. Pino mentioned hosting a virtual event to discuss being a Board member sometime in the next few months before the village elections.

Inner Arbor Trust Funding

Mr. Fitzgerald noted that the Town Center Board received an email from Lin Eagan containing a letter from Nina Basu, president, and CEO, of Inner Arbor Trust (IAT), Inc. seeking operational funding support from the Columbia Association for IAT for the next fiscal year. **Ms. Foehrkolb made a motion to approve writing a letter of support for IAT to the Columbia Association, seconded by Ms. Pino. The motion carried unanimously.**

Board and Staff Reports

Board Chairperson's Report

Mr. Fitzgerald reported the following: 1) IRS 990's were added to the Board portal for review;

2) the Downtown Columbia Partnership meeting minutes were also added to the Board portal which highlight downtown developments such as new restaurants; and 3) I encourage everyone to complete the Diversity, Equity and Inclusion training link sent out recently by Mr. Locke.

Columbia Council Report

Ms. Eagan absent for this meeting.

Manager's Report

Mr. Locke reported on the following: 1) He attended the village managers' meeting where CA reported strong membership sales for sports/fitness; the launch of Festive Friday at the lakefront on December 17 and that the CA vaccine mandate for employees goes into effect December 9; and 2) the Board letter in support of installing an elevator at Historic Oakland was submitted to Delegate Jessica Feldmark for submission for a State of Maryland grant. CA is the owner of the building and must approve any capital expenditures, but this is the first step in the process for State grant funding of some portion of the cost.

Board Member Comments

Ms. Foehrkolb noted that The 3rd is doing a Holiday Bazaar on Sunday, December 12. Mr. Fitzgerald asked that we promote the event. Mr. Dworkin noted that the Merriweather District has been busy on weekends especially at Busboys and Poets.

Adjournment of Meeting

Mr. Fitzgerald asked for a motion to adjoin the meeting. Ms. Foehrkolb made a motion to adjoin the meeting, seconded by Ms. Pino. The motion carried unanimously. The meeting of the Town Center Village Board adjourned at 8:10 p.m. The next scheduled meeting of the Town Center Village Board will be Wednesday, January 12, 2022, at 7:00 p.m.

Recorded and attested to by:



Lyn Locke, Secretary/Treasurer

11/12/2022

Date