

# Village Board Meeting Minutes for 3-18-2008 Approved 04-01-2008

Meeting called to order at 7:00pm. In attendance were Chairman Andy Stack, Vice-Chairman Alan Romack, Summer Romack, and Rani Gran. Ann Coren arrived at 7:10pm

1. Adopt Agenda - Agenda was amended and approved by general consent
2. Announcement of Executive Sessions Held
  - a. Andy announced that an executive session was held 3-13-08, from 7-8:30pm to discuss personnel matter
3. Approval of Minutes - Al moved approval. Motion passed unanimously (5/0/0)
4. Resident Speakout

Jen Terrasa was present and briefly discussed a number of issues

- The Department of Public Works (DPW) has looked at traffic issues on Cradlerock and would like to discuss some ideas and options with Owen Brown. They will come to our April 1st Village Board meeting
- DPW will come back to discuss traffic on Snowden River Parkway in May after the survey that is currently underway is done.
- Candice Dodson-Reed met with CA about trees that had been removed near the tot lot on Silver Sod. The trees were removed because they were dead. CA has agreed to plant 8 trees in between that tot lot and the road
- DPW is currently filling in an area on Snowden that is often used to make illegal U-turns.
- Ms. Terrasa had a meeting at Lake Elkhorn with CLEER, BGE, and the Office of Environment Sustainability. There was an agreement to sit down as a group to come up with a comprehensive plan to address the clear cutting concerns. Ms. Terrasa offered to provide additional information once Elaine Pardoe from CLEER has a chance to update the Board.

\* Ann Coren arrived at 7:10pm

5. Consent Agenda - no items
6. Presentations

- a. Village Signage

- Tim Prigg from Tim Prigg and Associates reviewed the locations for new village and neighborhood signs. Existing signs will be replaced plus 2 new proposed neighborhood signs.
- Gail reviewed the proposed sign designs based on the feedback they had received from the Village Board. She discussed how the signs would look from both sides and the proposed materials to be used.
- After investigating environmentally friendly materials, they determined that most are not ready for durable, outdoor use.
- They are proposing 18 lb. High Density Sign Board with aluminum pin-on lettering. The logos will be separate discs.
- The signs will be blue with a red/orange border. The posts will be gray. Lettering will be white. The logo will be gray and white with a red/orange border. Gail will provide color swatches for our review.
- The general consensus of the Board was that we like the designs.

- b. The Judy Center

- i. Anne Yenchko, Director of The Judy Center came to provide an update.
  - i. reviewed progress that has been made in improving readiness
  - ii. explained that they work with local daycare to make sure that their curriculum's are in line with the Judy Center's
  - iii. explained there is a partnership with Ready at 5 to provide training to help local providers get accredited
  - iv. discussed additional programs the Center will be offering next year, including play groups and monthly hands-on play activities
  - v. at the request of the Board, provided some ideas of how the Board can help

the Judy Center in addition to its current partnership

## 7. Covenant Decisions

Andy reported that the EAC had approved the revised version of the Architectural Guidelines

\* Rani left the room

## 8. Financial Decision

### a. Purchases

- i. Gestetner (collator) and stapler - Nancy is still waiting for cost information. By general consensus this was moved to the April 1st agenda
- ii. Lot file replacement computer - Ann moved to spend up to \$1000 to purchase a laptop for use by the covenant advisor. Motion was seconded by AI and passed unanimously (4/0/0)
- iii. Office chairs and table. AI moved to approve up to \$2000 for office furniture. Ann seconded the motion. On Ann's suggestion, the motion was amended to state that the furniture be furniture compatible with using computers and be attractive and plain enough to be compatible to future furniture purchases. The amended motion passed unanimously (4/0/0)
- iv. Laptop - approved as ii. above.
- v. Conference phone - postponed until the April 1st meeting so the Board could verify compatibility with the Center's phone system.
- vi. Ann suggested a demonstration garden at the community center. AI said he would contact CA to offer the community center as a demonstration garden site.

- b. eCity Contract - Ann moved for approval of the eCity contract, spending up to \$9100 to redesign the Owen Brown website, and appoint Summer Romack as the Owen Brown Point of Contact for the eCity. AI seconded. The motion passed unanimously (4/0/0)
- c. 3rd Quarter Report - AI moved to approve the 3rd Quarter Report with the addition of variance explanations. Summer seconded. The motion passed unanimously (4/0/0)
- d. Cindy LaRue Softball - AI moved to donate \$100 to the Cindy LaRue Softball League. Summer seconded. The motion passed (3/0/1) with Ann abstaining.
- e. Green Guidelines - postponed until the next meeting so Ann can review the consultant proposal.

## 9. CA/County Decisions

- f. Wilde Lake letters - postponed to next meeting by unanimous consent

\* Rani returned to the room

## 10. Other Decisions

- a. Meeting dates for Senior Ride Teas - it was the consensus of the board to let the Village Manager coordinate dates
  1. Ann moved to switch from our Neighbor Ride program to using the County Senior Ride program beginning May 1st, 2008. AI seconded. Summer suggested that we put on a future agenda a donation of funds to the Senior Ride program to be used to defray the cost of rides for Owen Brown residents. The motion passed unanimously (5/0/0).
- b. Election - There will be no elections this year. There were the same number of candidates as positions available.
- c. Staff Meeting - OBCA staff meeting will be held Friday, March 28th
- d. By unanimous consent, the Annual meeting will be held at the first meeting in May.

## 11. Unfinished Business from Previous Meetings

- a. Judy Center support - Rani moved donating \$1200 to the Judy Center as a one-time special contribution. The motion passed unanimously (5/0/0)

## 12. Reports

- a. Covenant Advisor's report
  1. Graffiti was found and reported behind the Tennis Bubble and is being handled.
  2. The EAC agreed to allow the Tennis Bubble to stay up for the remainder of its useful life
- b. CA Council Rep - Pearl provided her talking points to the Board in writing
- c. Manger's Report
  1. Locations have been selected for doggie bags
    1. Sandchain near meadow/field
    2. Hopewell Park
    3. Homespun pond
  2. The caterer for the Volunteer Appreciation dinner was more expensive than expected
- d. Committees
  - iii. CLEER - We will wait to get an update from Elaine on the meeting with BGE.
  - iv. Green Guidelines - Ann needs contact information for Mike Bayshore. Andy suggested inviting Josh Feldmark to a Village Board meeting

## 13. New Items Added at this Meeting

- a. Election Schedule - elections will not be held
- b. Final date for Board retreat is April 27<sup>th</sup> 1-6pm. Location TBD.

## 14. Board Speak-out

- Rani mentioned that the new lights on Carved Stone look nice.
- Ann pointed out that some of the deadlines on the website were not up to date. Summer will try to update them if she can get the correct deadlines. This will be easier when the new website is in place.

## 15. Discussion

- a. Review of IMCL - No new items
- b. Action Item Review
  1. Ann handed out drafts of letters to Giant asking for a back entrance to the Owen Brown store and to BGE about the clear cutting. After brief discussion, it was decided that Ann will email out the wording and after some suggested rewordings, the letters will be placed on the consent agenda for the next meeting.
- c. Survey Questions - N/A since there will be no elections
- d. Legislative bills. Andy noted a bill that would require disclosing salaries of all employees made it out of committee.
- e. Greg Hamm to come to April 1st Village Board meeting. There was some discussion how to inform residents. Rani will write an article for the Columbia Flier.
- f. Youth Initiative meeting March 28 is being held by Jen Terrasa and Mary Kay Sigaty
- g. Watershed RFQ - CA is holding a meeting on March 25th for vendors to ask questions on the Watershed RFQ

## 16. Chair Report

17. Executive Session - AI moved to adjourn to an Executive Session to discuss personnel matters. Ann seconded and the motion passed (5/0/0)
18. Meeting was adjourned at 9:34pm

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Owen Brown Village Board Meeting

March 18th, 2008

# AGENDA

1. Adopt agenda - 7:00 pm
2. Executive sessions held – 2 minutes
  - a. Meeting Held 3-13-08, from 7-8:30pm to discuss personnel matter
3. Approval of minutes – 5 minutes
4. Resident speak-out – 10 minutes
5. Consent agenda – 0 minutes
6. Presentations/invited guests – 15 minutes
  - a. Tim Prigg and Associates on Village Signage
7. Covenant decisions – 6 minutes
8. Financial decisions – 10 minutes
  - a. Purchases
    - i. Gerstener and Stapler
    - ii. Lot file computer/replacement
    - iii. Office Chairs and Table
    - iv. Laptop
    - v. Conference Room Phone
  - b. Contract with ECity for Website
  - c. 3
- rd Quarter Report
  - d. Cindy LaRue Co-Rec – Donation Form
  - e. Green Guidelines Bid Review
9. CA/County decisions – 5 minutes
  - a. Wilde Lake letters
10. Other decisions – 5 minutes
  - a. Meeting dates for Senior Ride Teas
  - b. More members for Election Committee
  - c. Staff meeting 2<sup>nd</sup> Friday in April
11. Unfinished business from previous meetings - 15 minutes
  - a. Judy Center Support
12. Reports – 20 minutes
  - a. Covenant – graffiti on tennis bubble
  - b. CA
  - c. Manager
  - d. Committees
    - i. Communication Committee
    - ii. Manager Hiring Committee
    - iii. CLEER
    - iv. Street Captains
    - v. Green Guidelines
13. New items added at this meeting – 15 minutes
  - a. Village Election Schedule and Locations
  - b. Final Date for March Retreat – April 27<sup>th</sup>, from 1pm to 6pm
14. Board speak-out – 15 minutes
15. Discussions – 15 minutes
  - a. Review of IMCL
  - b. Action Item Review
  - c. Survey Questions
  - d. Legislative Bills
  - e. Greg Hamm –April 1<sup>st</sup> Confirmed
  - f. Youth Initiative meeting March 28<sup>th</sup>, 3pm Ellicott Room, George Howard Bldg
  - h. Watershed Proposal Meeting – March 25<sup>th</sup>.
16. Chair report – 10 minutes
17. Adjournment