



TOWN CENTER COMMUNITY ASSOCIATION

Minutes
July 10, 2008

APPROVED 8/6/2008

The regular meeting of the Town Center Community Association was held on Wednesday, July 10, 2008, at Historic Oakland Manor. Those in attendance were Chairperson Lee Richardson, Vice Chairperson Linda Wengel, Board members Jean Israel and Stephen Meskin, Columbia Council Representative Suzanne Waller, Village Manager Patricia Laidig, Assistant Village Manager/Covenant Advisor Patricia Loeber, and Michael Frey, from T.R. Klein & Company.

At 7:05 p.m., Ms. Waller made a motion to approve the agenda as amended to add the Evergreens and Lakeside to Development, websites to the Manager's Report, and an Executive Session. Ms. Wengel seconded the motion. The motion carried unanimously.

Ms. Waller made a motion to approve the June 18, 2008, minutes as submitted. Ms. Wengel seconded the motion. The motion carried unanimously.

RESIDENT SPEAKOUT

None present.

ARCHITECTURAL COMMITTEE

No applications.

NEW BUSINESS

Installation of Board Appointment:

Ms. Waller made a motion to install Gail Broida to the vacant seat on the Board, terminating April 30, 2009, effective when she arrives at the meeting. Ms. Wengel seconded the motion. The motion carried unanimously.

FY 2008 Fourth Quarter Financial Reports:

Ms. Waller asked questions about how to increase room rental income to weather the recession. Board member Gail Broida and Town Center resident Joel Broida arrived at 7:10 p.m. Ms. Laidig said that the spreadsheets she provided to the Board indicate that the number of weddings remains the same, but there are more assessed than non-assessed contracts and more in less expensive time periods. She said she has adapted the wedding advertising to the Baltimore region rather than the Washington region. Ms. Laidig said she has been sending the facility coordinator to seminars on how to try to deal with the economic climate. Mr. Richardson said that perhaps Town Center will attract clients that ordinarily would go to the more expensive sites in the region. Ms. Laidig said that she is looking for ways to cut costs. Mr. Meskin asked Mr. Frey about new laws for non-profits and to explain accrued vacation in the salary line. Mr. Frey said that Town Center is in compliance with new laws and rules. Mr. Meskin said that cash flow is positive as well as having more cash in the bank than the previous year. He asked about increased salary costs. Ms. Laidig said that she believes deciding to hire an administrative assistant and receptionist instead of an assistant facility coordinator should lower the salary expense. Ms. Waller said that the Board may need to rethink providing no-cost events to the residents. At Mr. Meskin's request, Ms. Laidig explained the income spreadsheets that she had provided. Ms. Israel said it appears that Ms. Laidig covered every base with her analysis. **Ms. Wengel made a motion to approve the FY 2008 Fourth Quarter Financial Reports with Variance Reports. Ms. Israel seconded the motion. The motion carried unanimously.** Mr. Frey left the meeting at 8:00 p.m. **After discussion about the cost of staffing permanently set evening and weekend hours when rentals are not scheduled, Ms. Waller made a motion to approve flexible evening and weekend hours. Ms. Israel seconded the motion. The motion carried unanimously.** Ms. Laidig said that she will write language for the newsletter and website which asks residents to please call for evening and weekend hours, to

better serve them. She said that there will be weekend and evening hours every week. Ms. Waller suggested that the newsletter be increased in length and have additional advertising. Ms. Laidig said that the Board had previously adopted the position that each additional page would need an additional page of advertising to offset the cost, which would not entirely cover the cost of additional pages.

Oakland Manor Capital Projects:

Ms. Laidig said that she met with Columbia Association (CA) staff and the architect who will be submitting plans for the enclosure of the verandah and the renovation of the front steps. The front steps will be renovated from March 15 to April 15. **After discussion, the Board decided by unanimous consent that Patricia Laidig should adjust rental rates as she deems appropriate to continue booking contracts during the renovation period.** Mr. Meskin asked Ms. Laidig to calculate an estimate of lost income for the period. Ms. Laidig said that she will not know when the verandah will be scheduled for construction until after the CA Board approves funding for this project.

Howard County Transportation Development Plan, June 24, 2008:

Board members expressed concern that there may not be enough money available to implement some of the plan's elements. Ms. Laidig said that there was discussion at the last Revitalization meeting about the County looking at advertising on bus shelters again. Board members said they will review future transportation plan documents.

General Growth Properties' July 9, 2008, Presentation:

Board members said that they felt that the presentation did not address many of the concerns they expressed in their June 20, 2008, letter to Gregory Hamm. **After discussion, Ms. Wengel made a motion to send the letter to Mr. Hamm to the Columbia Flier, Baltimore Sun, Washington Post, and Examiner, as a Letter to the Editor. Ms. Israel seconded the motion. Mr. Meskin requested an amendment to the motion to add that it would begin with a statement that the Town Center Village Board sent the contents in a letter to Gregory Hamm, on June 20, 2008. Ms. Broida seconded the amendment, which was accepted unanimously. The motion as amended was approved unanimously.**

OLD BUSINESS

Revitalization Quarterly Meeting Report:

Ms. Laidig told the Board that Mary Kay Sigaty will attend the August 6, 2008, meeting, to talk about the Revitalization Committee. Ms. Waller praised the work of the committee.

Development:

The Board told Ms. Laidig to continue looking into when the Evergreens and Lakeside developments will be turned over to Town Center's architectural control.

BOARD INITIATIVES/LIAISONS:

Ms. Laidig said that she and Ms. Loeber are meeting with the Special Events Liaison and 35th Birthday Committee on Monday. Ms. Waller asked that there be additional programming and classes.

BOARD AND STAFF REPORTS

Manager's Report:

Submitted in writing.

Ms. Laidig distributed the draft homepages for the websites and gave the Board information on how

to access the demonstration site for the revisions to Historic Oakland. She said that as the Board approved, the Oakland site was revised to update it and improve navigation and the Town Center site will receive a full redesign. Board members said they will email their comments and/or suggestions before the next Board meeting, when they will vote on the revisions submitted by the Connexion so far.

Chairperson Report:
Nothing further at this time.

Columbia Council Report:
Submitted in writing.

Mr. Meskin asked Ms. Waller to continue to send the CA meeting talking points to the Board. Ms. Waller said that the site of the dredging of Lake Elkhorn is not being changed back to Hopewell. She said that the villages will be receiving a request for an appointment to the presidential search committee. Ms. Waller said that the Planning and Strategy Committee is working on the downtown. She said that the new customer service computer system is going well, with Rafia Siddiqui and Steve Sattler overseeing the changes. She said the CA Board will be voting to approve \$154,000 for renovations to the Wilde Lake tennis court clubhouse. Ms. Waller said that Andy Stack has attended the External Relations Committee meetings to explain PELU and Chief McMahon is attending the next meeting of the committee to talk about public safety and concerns about gangs. Ms. Waller asked that a future issue of the newsletter remind residents to keep their doors locked. Ms. Wengel suggested that the villages do not need to have as many final budgets delivered to the village, as long as there is a copy in the village office for anyone who needs it.

BOARD MEMBER COMMENTS

Mr. Meskin said that light pole #1 in the parking lot is rusty and that there are two signs on the open space path along Little Patuxent Parkway that have graffiti on them. Ms. Waller said that a street light is out at the corner of Little Patuxent Parkway and Vantage Point Road. Ms. Laidig said that she and Ms. Loeber will inform CA. She said that the next newsletter has an article asking residents to notify the Town Center office when they see graffiti. Ms. Wengel informed the Board that the Wilde Lake Village Board is having a work session with Mary Kay Sigaty at 7:00 p.m., on July 14, 2008, about the village center.

Ms. Wengel made a motion to adjourn the meeting. Ms. Israel seconded the motion. The motion carried unanimously. The meeting of the Town Center Village Board adjourned at 9:48 p.m. The Board immediately went into Executive Session for a personnel matter. The next scheduled meeting of the Town Center Village Board is on Wednesday, August 6, 2008, at 7:00 p.m.

Recorded and attested to by:

Patricia B. Laidig
Secretary/Treasurer

Date