

**HARPER'S CHOICE COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
DECEMBER 6, 2011
APPROVED JANUARY 17, 2012**

The Board of Directors of the Harper's Choice Community Association conducted its regular meeting on Tuesday, December 6, 2011 at Kahler Hall, Columbia, Maryland. Clare Brooks, Claire Albert, Clarence Lam, Ann DeLacy, Stephen Cook, Linda Kangrga, Alicia Kong, and Wendy Tzucker attended.

Ms. Brooks called the meeting to order at 7:05pm.

APPROVAL OF THE AGENDA

Ms. DeLacy moved to accept the Agenda with the removal of Route 108 discussion. Ms. Kangrga seconded. All in favor

APPROVAL OF THE MINUTES

Ms. DeLacy moved to approve the Minutes of November 15, 2011 as submitted. Mr. Cook seconded: all in favor.

RESIDENT SPEAK OUT

No residents were present for Resident Speak Out.

NEW BUSINESS

Cub Scout Charter – Representatives from Pack 61 were present to ask the Board to sign their charter for the upcoming year. Pack leader, Dave Balthis, updated the Board on the pack's activities and accomplishments. **Ms. Kong moved that the Board sign the charter for Pack 61 for 2012. Mr. Cook seconded. All in favor. Ms. Brooks signed the Charter.**

Covenant Issues – Ms. Tzucker presented three properties for the Board to vote to send to the ARC for further legal action.

Ms. Kong moved to send 10907 Billingsgate Row to the ARC for further action. Mr. Cook seconded; all in favor.

Ms. Albert moved to 10958 Rum Cay Ct. to the ARC for further action. Ms. DeLacy seconded; all in favor.

Ms. Kong moved to send 11041 Swansfield Rd. to the ARC for further action. Mr. Cook seconded; all in favor except Ms. DeLacy who abstained.

Second Quarter Financial Statements – Ms. Tzucker presented the second quarter financial statements. **Dr. Lam moved that second quarter financial statements be accepted as presented. Ms. DeLacy seconded; after discussion, all in favor.**

Personnel Policy Change – **Ms. Brooks moved that the presented Rules for Salary Increases for Employees Other Than the Village Manager be accepted. Mr. Cook seconded.**

- 1. The village manager will submit to the board a budget amount for salaries. The amount for salaries may be increased annually commensurate with the percentage increase of the CA allocation.*

2. *In order for the budget amount for salaries to be increased the board must specifically approve said annual increase.*
3. *The village manager, after having completed the annual evaluation for each employee, may determine for each employee who receives an acceptable annual evaluation a salary increase for the coming year.*
4. *The village manager will submit to the village board for approval the dollar amount of any salary increase for each employee. When making this submission to the board, the village manager will provide to the board the current annual salary of each employee, and the proposed future annual salary of each employee*
5. *No salary increase will be given to any employee without an affirmative vote of the village board.*

Ms. Kong, Ms. Kangrga, Ms Albert and Ms. Brooks in favor; Dr. Lam, Mr. Cook and Ms. DeLacy opposed. Motion passed.

Senior Advisory Committee – **Ms. Kangrga moved to appoint Hank Drammis to the Senior Advisory Committee for a two year term. Ms. Kong seconded. After discussion, all in favor.**

UNFINISHED BUSINESS

Resident Speak Out Policy – It was decided to table this item until Ms. Coyle is present.

Media Policy – **Dr. Lam moved that the Board affirm the present policy as it stands. Mr. Cook seconded; all in favor.**

COMMITTEE REPORTS

The finance committee reported that they are working on a proposal that would provide the village manager with guidance and oversight on how to determine and calculate employee salary increases.

VILLAGE MANAGER REPORT

Ms. Tzucker reported that:

- the 990's have been filed and that there is a copy in the packets,
- the new allocation model is being worked on,
- the Kahler Hall pages of the web-site are being re-done and updated,
- she has purchased a decibel meter and set limits for loudness.

Ms. Tzucker also reported that 35 people had attended the Make and Take Crafts event on Sunday and that 170 people had signed up for Pizza with Santa. Camp Expo has about 20 camps already signed up to participate.

CHAIRMAN'S REPORT

Ms. Brooks reminded the Board that all meetings, including committee meetings are open to the public and should be announced on our web site at least three days prior to the meeting.

BOARD MEMBER REPORTS

Ms. DeLacy said that the Ignite Columbia meeting she had attended was a waste of time and did not deal with any real diversity issues.

Dr. Lam said that there were deficiencies in the Ignite Columbia program.

Meeting adjourned into Executive Session to discuss pending legal action at 8:50..

