

**NOTICE OF MEETING AND AGENDA**  
**GHI BOARD OF DIRECTORS**

Thursday, October 4, 2012  
**GHI BOARD ROOM**

**EXECUTIVE SESSION (Board & Audit Committee Only) 7:00 PM**  
**REGULAR SESSION (Open to Members) 7:30 PM**  
IMMEDIATELY FOLLOWING GDC MEETING

1. **Approval of Agenda**
2. **Visitors and Members**
3. **Approval of Membership Applications**
4. **Committee Reports**
5. **Consent Agenda**

*(Items on the Consent Agenda, italicized and marked with CA, will be approved as recommended by staff, subject to removal from the Consent Agenda by the Board.)*

6. **For Action or Discussion**

- a. *Approval of Minutes: September 6, 2012 (Attachment #1)* CA
- b. Alteration of Kitchen Window Size from 36"x54" Double-hung to 10 minutes Discussion/Action  
36"x19" Horizontal Slider, 11A Laurel Hill (Attachment #2)

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS [DOES/DOES NOT] ALLOW THE INSTALLATION OF A 36"W x 19" HIGH OUTSWING CASEMENT UNDER THE EXISTING HEADER OF THE LOCATION OF AN EXISTING 36"W X 54" HIGH DOUBLE-HUNG WINDOW IN THE ORIGINAL KITCHEN OF 11A LAUREL HILL ROAD.

- c. Installation of Solid Glass Window on Gardenside Addition at 10 minutes Discussion/Action  
Location of Through-wall A/C, 2M Research (Attachment #3)

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS [DOES/DOES NOT] ALLOW THE INSTALLATION OF A FIXED WINDOW IN THE LOCATION OF AN EXISTING THROUGH-WALL AIR CONDITIONER ON THE GARDENSIDE ADDITION AT 2M RESEARCH ROAD.

- d. Installation of Door with Muntins in Addition, 22D Hillside 10 minutes Discussion  
(Attachment #4)

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS [DOES/DOES NOT] ALLOW THE INSTALLATION OF A DOOR WITH MUNTINS IN THE ADDITION IN THE END YARD OF AT 22D HILLSIDE ROAD.

- e. Charters for Marketing Committee & Member & Community 5 minutes Discussion/Action  
Relations Committee (Attachment #5)

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS ADOPTS THE PROPOSED CHARTERS FOR THE MARKETING COMMITTEE AND COMMUNITY RELATIONS' COMMITTEE AND DIRECTS THAT THEY BE PROMULGATED AND IMPLEMENTED AS THE OPERATING GUIDELINES FOR THESE TWO COMMITTEES.

- f. Request from Communications Committee to Establish a GHI 10 minutes Discussion/Action  
YouTube Channel for a Trial Period

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS [APPROVES/DOES NOT APPROVE] A 6 MONTH TRIAL PERIOD FOR ESTABLISHING AND TESTING A GHI YOUTUBE CHANNEL, TO BE MONITORED BY THE COMMUNICATIONS COMMITTEE.

- g. Proposed Playground Renovation, 2 Ct. Laurel Hill & 12 Ct. 10 minutes Discussion/Action  
Hillside (Attachments 6, 7, & 8)

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS [APPROVES/DOES NOT APPROVE] OF THE CITY OF GREENBELT'S PROPOSAL TO ELIMINATE TWO PLAYGROUNDS (ONE LOCATED BEHIND 12CT. HILLSIDE AND THE OTHER BETWEEN 2CT. LAUREL HILL RD AND 57CT. RIDGE) AND CONSTRUCT ONE LARGER, MULTI-AGE PLAYGROUND.

- h. Addition Maintenance Program (AMP) Task Force Recommendations (Attachment #9) 10 minutes Discussion/Action

**SUGGESTED MOTION #1:** THE BOARD OF DIRECTORS APPROVES THE RECOMMENDATIONS CONTAINED IN THE ADDITION MAINTENANCE TASK FORCE REPORT DATED AUGUST 15, 2012.

**SUGGESTED MOTION # 2:** THE BOARD OF DIRECTORS APPROVES OF THE FOLLOWING MONTHLY CONTRIBUTIONS TO GHI DURING 2013, BY MEMBERS WHO ARE ENROLLED ON THE ADDITION MAINTENANCE PROGRAM:

UNHEATED ADDITIONS - \$0.037 PER SQUARE FOOT  
HEATED ADDITIONS - \$0.079 PER SQUARE FOOT  
PLUMBING FIXTURES - \$1.70 PER FIXTURE

THE BOARD OF DIRECTORS FURTHER APPROVES AN INCREASE OF 4% PER YEAR TO THE ABOVE CONTRIBUTIONS FROM 2014 THROUGH 2017.

- i. Proposed WSSC Sewer Rehabilitation Project (Attachment #10) 5 minutes Discussion/Action

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS DOES/DOESNOT AUTHORIZE THE MANAGER TO SIGN TEMPORARY RIGHT OF ENTRY AGREEMENTS WITH WASHINGTON SUBURBAN SANITARY COMMISSION (WSSC) TO ENABLE WSSC TO UNDERTAKE SEWER REHABILITATION PROJECTS AT TWO SITES AS IDENTIFIED BY THE FOLLOWING PROPERTY IDENTIFICATION NUMBERS ON WSSC DRAWINGS: 08-01-01-0011, 08-01-01-0006.

- j. Invitation from City of Greenbelt for a GHI Representative to Serve on a Green Team (Attachment #11) 5 minutes Discussion/Action

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS APPROVES THE APPOINTMENT OF A GHI REPRESENTATIVE TO SERVE ON A GREEN TEAM THAT WILL ASSIST THE CITY OF GREENBELT IN ITS EFFORTS TO BECOME A SUSTAINABLE MARYLAND COMMUNITY.

- k. Contract for Installing Attic Insulation in 16 Pilot Homes, 2<sup>nd</sup> Reading 5 minutes Discussion/Action

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH HAWKEYE CONSTRUCTION, INC., FOR THE INSTALLATION OF ATTIC INSULATION AT 2 BRICK & 2 FRAME BUILDINGS ENROLLED IN THE ENERGY UPGRADE PILOT PROJECT, AT ITS BID, \$21,411, PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$24,623.

- l. Contract for Conversion of Boiler Room at 8F Southway to Storage Rooms, 1<sup>st</sup> Reading 5 minutes Discussion/Action

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH GREENBELT BUILDERS, INC., FOR THE CONVERSION OF THE BOILER ROOM AT 8F SOUTHWAY TO STORAGE AT ITS BID, \$22,890, PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$26,324.

- m. Review of Member Satisfaction Survey Form (Attachment #12) 5 minutes Discussion/Action

No motion included with this item.

- n. Proposed Installation of Heat Pump Unit at 15D Ridge (Attachment #13) 5 minutes Discussion/Action

**SUGGESTED MOTION:** THE BOARD OF DIRECTORS APPROVES THE BUILDINGS COMMITTEE'S RECOMMENDATION TO ALLOW THE MEMBERS OF 15D RIDGE TO INSTALL A DUCTLESS HEAT PUMP UNIT IN THEIR UNIT.

**7. Items of Information**

1. NeighborWorks America Training Opportunity (Attachment #14)
2. Appreciation Breakfast and Business Forum (Attachment #15)
3. Board Work Plan & Committee Task Lists (Attachment #16)
4. Monthly GHI and City Calendars (Attachment #17)

**8. President**

**9. Board Members**

**10. Manager**

**11. Executive Session**

Ed James, Secretary

NOTE: AT 10:00 PM, THE BOARD WILL IMMEDIATELY MOVE TO ITEMS 8-10, EVEN IF THE PRECEDING AGENDA ITEMS HAVE NOT BEEN COMPLETED, FOLLOWED BY EXECUTIVE SESSION, IF NEEDED.