

NOTICE OF MEETING AND AGENDA
GHI BOARD OF DIRECTORS

Thursday, November 15, 2012
GHI BOARD ROOM

EXECUTIVE SESSION (Board & Audit Committee Only) 7:00 PM
REGULAR SESSION (Open to Members) 7:30 PM
IMMEDIATELY FOLLOWING THE GDC BOARD 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. Contract for Underground Utility Repairs at Additional Sites, CA
2nd Reading

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH PATRIOT PLUMBING SERVICES FOR THE REPAIRS OF UNDERGROUND SANITARY SEWAGE AND STORM DRAIN UTILITIES AT THREE (3) SITES AT ITS BID, \$33,478.61, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$36,826.

- b. Contract for Repairs: 22B Hillside Road, 2nd Reading CA

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR SECOND READING TO SIGN A CONTRACT WITH RICHARD K. GEHRING HOME IMPROVEMENTS, TO REPAIR THE UNIT LOCATED AT 22B HILLSIDE AS DIRECTED BY GREENBELT HOMES INC., AT ITS BID OF \$9,350 PLUS 10% FOR CONTINGENCIES FOR A TOTAL NOT TO EXCEED \$10,285.00.

- c. Contract for Repairs: 7U Research Road, 2nd Reading CA

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO SIGN A CONTRACT WITH RICHARD K. GEHRING HOME IMPROVEMENTS TO REPAIR THE UNIT LOCATED AT 7U RESEARCH ROAD, AS DIRECTED BY GREENBELT HOMES INC., AT A COST NOT TO EXCEED \$8,910.00 WHICH INCLUDES A 10% ALLOWANCE FOR UNFORESEEN CONTINGENCIES.

- d. Contract for Repairs: 53B Ridge Road, 2nd Reading CA

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR SECOND READING TO SIGN A CONTRACT WITH GILBERT GENERAL CONTRACTOR, TO REPAIR THE UNIT LOCATED AT 53B RIDGE AS DIRECTED BY GREENBELT HOMES INC., AT ITS BID OF \$10,900 PLUS 10% FOR CONTINGENCIES FOR A TOTAL NOT TO EXCEED \$11,990.00.

- e. Review of Annual Membership Meeting Minutes, May 17, 15 minutes Discussion
2012 (Attachment #1)
FOR DISCUSSION ONLY.

- f. Yard Line Certification: 20 & 24 Courts Ridge Road (Attachments 2 & 3) 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS [DOES/DOES NOT] APPROVE YARD PLATS FOR 20 RIDGE ROAD AS PRESENTED [AND REVISED].

SUGGESTED MOTION: THE BOARD OF DIRECTORS [DOES/DOES NOT] APPROVE YARD PLATS FOR 24 RIDGE ROAD AS PRESENTED [AND REVISED].

- g. 3rd Quarter Financial Statements (Attachment #4) 15 minutes Discussion
FOR DISCUSSION ONLY.

- h. Expenditure Authorization for 2013 Operating Budget 5 minutes Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS APPROVES, FOR FIRST READING, EXPENDITURE AUTHORIZATION FOR 2013 IN THE AMOUNT OF \$9,823,450.00.

- i. Consideration of Rules for Skylights on Additions (Attachment #5) 15 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD REQUESTS THE AD HOC ADDITION MAINTENANCE TASK FORCE TO PROVIDE IT WITH RECOMMENDATIONS REGARDING THE PERMITTING OF SKYLIGHTS ON ADDITIONS. THE TASK FORCE SHOULD REVIEW THE FOLLOWING MATTERS ON OR BEFORE MARCH 15, 2013.

- a) INSPECTION REQUIREMENTS IF SKYLIGHTS ARE ALLOWED.
- b) IF SKYLIGHTS ARE ALLOWED, WHO SHOULD BE RESPONSIBLE FOR THEIR MAINTENANCE AND REPAIRS AS WELL AS THE REPAIR OF ANY ROOF LEAKS THAT COULD BE ATTRIBUTED TO A DEFECTIVE SKYLIGHT?
- c) IF SKYLIGHTS ARE ALLOWED AND ACCEPTED INTO THE ADDITION MAINTENANCE PROGRAM AS A GHI MAINTENANCE RESPONSIBILITY, WHAT FEES SHOULD GHI CHARGE MEMBERS FOR THEIR MAINTENANCE AND REPLACEMENT?
- d) FOR EXISTING SKYLIGHTS, SHOULD GHI BE RESPONSIBLE FOR FUTURE MAINTENANCE AND REPLACEMENT?

- j. GHI 2012 Contributions to Employees' Health Care Plan (Attachment #6) 15 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE CONTINUED FUNDING OF EMPLOYEE HSA ACCOUNTS AT 85% OF THE DEDUCTIBLE AND PAYMENT OF 90% OF THE PREMIUM COST FOR HEALTH AND DENTAL COVERAGE FOR THE 2013 BENEFIT YEAR.

- k. Survey for Domestic Solar Hot Water Systems for GHI (Attachment #7) 15 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS DIRECTS STAFF TO WORK WITH CRAIG MARLOWE TO DEVELOP AND CONDUCT MEMBER SURVEY REGARDING THE DESIRABILITY AND FEASIBILITY OF DOMESTIC SOLAR HOT WATER SYSTEMS FOR GHI.

- l. Contract for Electrical Repairs: 11A-H Ridge Road, 1st Reading 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH MONA ELECTRIC FOR THE REPAIRS TO THE ELECTRICAL SERVICE TO 11A-H RIDGE AT ITS BID, \$7,575 AND THE PEPCO DISCONNECT CHARGE \$506, PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$9,293.

- m. Contract for Repairs: 14J Laurel Hill Road, 1st Reading 5 minutes Discussion/Action
MOTION WILL BE PROVIDED AT THE MEETING.

n. Board Meeting Dates from January to May 2013
NO MOTION PROVIDED; DECISION TO BE MADE BY CONSENSUS.

5 Minutes Action

7. Items of Information

1. Holiday Party: December 14, 2012
2. Board Work Plan & Committee Task Lists (Attachment #8)
3. Monthly GHI and City Calendars (Attachment #9)

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.