

NOTICE OF MEETING AND AGENDA
GHI BOARD OF DIRECTORS

Thursday, December 20, 2012
GHI BOARD ROOM

EXECUTIVE SESSION (Board & Audit Committee Only) 7:00 PM

REGULAR SESSION (Open to Members) 7:30 PM

(Immediately after 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. *Business Owners' Insurance Policy Renewal, 2nd Reading* CA
(Attachment #1)

SUGGESTED MOTION: THE BOARD OF DIRECTORS APPROVES, FOR SECOND READING AND FINAL PASSAGE, THE EXPENDITURE OF \$517,815.00 FOR RENEWING THE PROPERTY AND BUSINESS OWNERS' INSURANCE PACKAGE FOR 2013 AS PROPOSED BY POLKES & GOLDBERG INSURANCE CO.

- b. *Contract for Repairs: 8F Plateau Place, 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 8F PLATEAU PLACE AS DIRECTED BY GREENBELT HOMES INC., AT ITS BID OF \$16,150.00 PLUS 10% FOR CONTINGENCIES FOR A TOTAL NOT TO EXCEED \$17,765.00.

- c. Job Classification and Salary Survey for GHI Employees 20 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER TO IMPLEMENT THE 2013 SALARY SCALE AS PRESENTED AT THE DECEMBER 20, 2012 BOARD MEETING, EFFECTIVE JANUARY 1, 2013. THE MINIMUM SALARY RANGES ARE TO BE APPLIED TO EMPLOYEES' SALARIES AFTER THE 2012 PERFORMANCE EVALUATION PROCESS.

- d. Review Comments from Members Regarding Proposed Rules' Revision on Staff Permit Review (Attachment #2) 10 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS APPROVES THE REVISION TO THE GHI RULES §X.C.3. AS INDICATED, TO AUTHORIZE STAFF TO DIRECT ISSUES ARISING DURING PERMIT REVIEW TO THE APPROPRIATE COMMITTEE OR GHI BOARD.

- e. Request for Access to GHI Woodlands by Ancestral Knowledge (Attachment #3) 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS DIRECTS THE WOODLANDS COMMITTEE TO REVIEW ANCESTRAL KNOWLEDGE INC.'S REQUEST AND RECOMMEND ON OR BEFORE _____ WHETHER OR NOT IT SHOULD BE ALLOWED TO UTILIZE GHI'S WOODLANDS, BASED ON THE MERITS OF ITS PROPOSAL AND THE POTENTIAL ENVIRONMENTAL IMPACT ON THE WOODLANDS. THE COMMITTEE SHOULD ALSO IDENTIFY POTENTIAL LIABILITY ISSUES THAT COULD ARISE FROM ANCESTRAL KNOWLEDGE INC.'S USE OF THE WOODLANDS.

- f. Woodlands' Committee Report on FCMA Renewal (Attachment #4) 15 minutes Discussion/Action

Either

SUGGESTED MOTION #1: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER TO PROCEED WITH THE ESTABLISHMENT OF A NEW FOREST STEWARDSHIP PLAN AND RENEWAL OF THE CURRENT FOREST CONSERVATION MANAGEMENT AGREEMENT WITH THE STATE OF MARYLAND DEPARTMENT OF NATURAL RESOURCES FOREST SERVICE FOR A PERIOD OF 15 YEARS.

Or

SUGGESTED MOTION #2: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER TO PROCEED WITH THE ESTABLISHMENT OF A NEW FOREST STEWARDSHIP PLAN AND NEW FOREST CONSERVATION MANAGEMENT AGREEMENT WITH THE STATE OF MARYLAND DEPARTMENT OF NATURAL RESOURCES FOREST SERVICE FOR A PERIOD OF 15 YEARS.

- g. Request for Contribution to the City Emergency Relief Fund (Attachments #5 & #6) 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES/DOES NOT AUTHORIZE THE MANAGER TO MAKE A DONATION OF \$_____ TO THE GREENBELT CITY EMERGENCY RELIEF FUND.

- h. Request for Contribution from the Greenbelt Community Foundation (Attachments #7 & #6) 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES/DOES NOT AUTHORIZE THE MANAGER TO MAKE A DONATION OF \$250.00 TO GREENBELT COMMUNITY FOUNDATION TO SUPPORT ITS ANNUAL TEA AND FUNDRAISER ON FEBRUARY 24, 2013.

- i. Development of a Policy for Capital Contributions 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD DIRECTS THE FINANCE COMMITTEE TO DEVELOP AND RECOMMEND A POLICY TO THE BOARD FOR CAPITAL CONTRIBUTIONS AS SUGGESTED BY WEGNER CPAS, LLP (GHI'S EXTERNAL AUDITOR).

- j. Waste Disposal Contract for 2013-2015 5 minutes Discussion/Action

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH ALLIED WASTE FOR WASTE REMOVAL AT GREENBELT HOMES AT ITS BID OF \$90/MONTH FOR GENERAL WASTE, WITH 5% ESCALATION FOR THE 2nd CONTRACT YEAR.

SUGGESTED MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL ALTERNATIVES FOR WASTE REMOVAL AT GREENBELT HOMES AT ITS BID OF \$371/LOAD FOR 30 CU.YD. CO-MINGLED GENERAL WASTE & RECYCLABLES, FIRM FOR THE 2nd CONTRACT YEAR.

7. Items of Information

- a. Board Work Plan & Committee Task Lists (Attachment #8)
- b. 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.