

NOTICE OF MEETING AND AGENDA
GHI BOARD OF DIRECTORS

Thursday, June 11, 2015
GHI BOARD ROOM

EXECUTIVE SESSION - 7:00 PM

REGULAR SESSION (Open to Members) 7:30 PM

1. **Approval of Agenda**
2. **Report on Executive Session**
3. **Visitors and Members** (Comment Period)
4. **Approval of Membership Applications**
5. **Committee Reports**
6. **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.)

- a. *Contract for Repairs to 20D Ridge Road, 2nd Reading* CA

Suggested Motion: The Board of Directors authorizes the Manager, for second reading and final passage, to sign a contract with Rainbow International Restoration to repair 20D Ridge Rd as directed by Greenbelt Homes Inc., at its bid of \$14,850.00 plus 10% for contingencies, for a total not to exceed \$16,335.00.

7. **For Action or Discussion**

- a. Approval of Minutes: May 7, 2015 (Attachment #1) and May 21, 2015 (Attachment #2) 5 minutes Discussion/Action

Suggested Motion: The Board of Directors approves the minutes from the May 7, 2015 meeting [with revisions].

Suggested Motion: The Board of Directors approves the minutes from the May 21, 2015 meeting [with revisions].

- b. Citibank Request to be a Share Loan Provider (Attachment #3) 20 minutes Discussion/Action

Suggested Motion: The Board of Directors approves of Citibank to provide share loans for GHI members and directs staff to add Citibank to GHI's list of approved lenders.

- c. Yard Line Certification: 32A-K Ridge Road (Attachment #4) 15 minutes Discussion/Action

Suggested Motion: The Board of Directors [does/does not] certify yard plats for 32A-K Ridge Road as presented.

- d. Architectural Review Committee's Recommendation for Revisions to Planting List in the GHI Member Handbook 15 minutes Discussion/Action

Suggested Motion: The Board of Directors [does/does not] approve replacing the current section V.I. Recommended Planting List with the content recommended by ARC as presented above.

- e. Proposed Change to Section XVII. "Member Complaints Procedure" of the GHI Member Handbook (Attachment #5) 5 minutes Discussion/Action

Suggested Motion: The Board of Directors approves the proposed changes to §XVII. "Member Complaints Procedure" of the GHI Member Handbook as presented by Staff on June 11, 2015.

- f. Proposed Supplemental Budget for Hiring Staff for the Homes Improvement Program During July-December 2015 (Attachment #6) 10 minutes Discussion/Action

Suggested Motion: The Board of Directors (does authorize/does not authorize) the Manager to hire two (2) project managers to assist with the management of all construction activities for the Homes Improvement Program and to pay the project managers a salary that is within the grade F category of GHI's administrative pay scale.

- g. Dates for Regular Meetings During January – May 2016 and the Annual Membership Meeting 15 minutes Action

Suggested Motion: The Board of Directors stipulates that regular Board meetings shall be held on the _____ and _____ Thursdays of the month during January to May 2016 and the annual membership meeting shall be held on May ____, 2016.

- h. Contract for Repairs to 18N Ridge Road, 1st Reading 5 minutes Discussion/Action

Suggested Motion: The Board of Directors authorizes the Manager, for first reading, to sign a contract with Rainbow International Restoration to repair 18N Ridge Rd as directed by Greenbelt Homes Inc., at its bid of \$ 18,976.00 plus 10% for contingencies, for a total not to exceed \$20,873.00.

- i. Contract for Crawlspace Test Project, 1st Reading 5 minutes Discussion/Action

SUGGESTED MOTION: The Board of Directors authorizes the Manager, for first reading, to enter into a contract with Foam Insealators for making the insulation & sealing improvements to crawl spaces at 9J-R Laurel Hill, 54A-F Ridge, 5G-K Ridge, and 14A-D Ridge at its bid, \$34,509, plus 10% for contingencies, for a total not to exceed \$37,960.

- j. Contract for 2015 Underground Utilities, 1st Reading 5 minutes Discussion/Action

SUGGESTED MOTION: The Board of Directors authorizes the manager, for first reading, to enter into a contract with Mane-Line Utilities Inc. for underground utility repairs of schedules A&C, as revised, at its bid, \$100,037, plus 10% for contingencies, for a total not to exceed \$110,041.

The Board of Directors authorizes the manager, for first reading, to enter into a contract with City Contractors for underground utility repairs of schedule B, at its bid, \$91,680, plus 10% for contingencies, for a total not to exceed \$100,848.

- k. Contract for 2015 Parking Lot Repairs, 2nd 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 CPE, Inc. for sealing, striping, numbering, minor repairs and major repairs to parking lots, as revised, at its bid, \$59,261, plus 10% for contingencies, for a total not to exceed \$65,187.

- l. Review 1st Quarter Financial Statements (Attachment #7) 10 minutes Discussion

No motion with this item.

8. Items of Information

- a. NAHC Annual Conference (Attachment #8)
- b. Board Action Plan Status & Committee Task List (Attachment #9)
- c. Monthly GHI and City Calendars (Attachment #10)

9. President

10. Board Members

11. Manager

12. Executive Session

Ed James, Secretary

NOTE: AT 10:00 PM, THE BOARD WILL IMMEDIATELY MOVE TO ITEMS 10-12, EVEN IF THE PRECEDING AGENDA ITEMS HAVE NOT BEEN COMPLETED, FOLLOWED BY EXECUTIVE SESSION, IF NEEDED.