

Minutes
Special GHI Board of Directors Meeting
April 14, 2016

In Attendance: James, Jones (*arrived 7:07 pm*), Hess, McFadden (*arrived 7:09 pm*), Novinski, Ready, Skolnik

Excused Absence: Brodd, Marcavitch

Other Attendees:

Eldon Ralph, General Manager

Annie Shaw

Joe Perry, Director of Finance

Catherine Allen

Tom Sporney, Director of Homes

Lori Reeder

Improvement Program

Sam Waite

Leeann Irwin, Audit Committee Member

Jan Iskowitz

(*arrived 7:30 pm*)

Montrese Hamilton

Ben Fischler

Monica Johnson, Recording Secretary

Stephen Holland

President Skolnik called the meeting to order at 7:02 p.m. with a quorum present.

1. Review Report from Reserve Advisor re: Proposed Replacement and Maintenance Costs for HIP Optional Items

On May 7th, 2015, the Board passed the following motion:

THE BOARD OF DIRECTORS STIPULATES THAT GHI SHALL BE RESPONSIBLE (AS DEPICTED IN THE TABLE BELOW) FOR THE FUTURE MAINTENANCE AND REPLACEMENT OF OPTIONAL ITEMS THAT ARE SELECTED BY MEMBERS AND INSTALLED BY GHI DURING THE HOMES IMPROVEMENT PROGRAM.

Wall insulation for frame home
Wall insulation and siding for block home
Attic insulation for frame and brick unit
For brick and frame units, air-seal perimeter of attics, insulate and install gaskets around attic hatches. For frame units, insulate hatch covers over pull-down attic stairs
Casement windows for brick and block unit
Bathroom exhaust fans
Split-system heat pumps
Wall thermostats and wiring for baseboard heaters
Ceiling panel heaters

In Jan 2016, it was decided to contract a reserve company to recommend maintenance and replacement costs for the above-mentioned components. Staff inquired of reserve companies it was familiar with, and received bids from 2 consultants. In February, GHI contracted with DMA, who performed GHI's last reserve study.

1. Wall insulation for frame units – *maintenance and replacement costs are negligible.*
2. Wall insulation and siding for block units – *maintenance and replacement costs are negligible for insulation. Only costs for vinyl siding are included in the report.*
3. Attic insulation for frame and brick units - *maintenance and replacement costs are negligible.*

4. For brick and frame units, air-seal perimeter of attics, insulate and install gaskets around attic hatches. For frame units, insulate hatch covers over pull-down attic stairs – *maintenance and replacement costs for air sealing are negligible; costs are only included for the attic hatch.*
5. Casement windows for brick and block unit – *costs are excluded. Funds for future maintenance and replacement are included in the replacement reserve fund and members will have to pay the extra costs if they desire casement windows rather than standard windows during the next replacement cycle.*

Jones and McFadden arrived during the discussion.

Sporney, Director of Homes Improvement Program discussed briefly the optional improvements chart from DMA. A lengthy discussion followed with comments from the Board.

Motion: I move that the Board of Directors rescind the following motion that was passed on May 7, 2015: The Board of Directors stipulates that GHI shall be responsible as depicted in the table below for the future maintenance and replacement of optional items that are selected by members and installed by GHI during the Homes Improvement Program.

Wall insulation for frame home
Wall insulation and siding for block home
Attic insulation for frame and brick unit
For brick and frame units, air-seal perimeter of attics, insulate and install gaskets around attic hatches. For frame units, insulate hatch covers over pull-down attic stairs
Casement windows for brick and block unit
Bathroom exhaust fans
Split-system heat pumps
Wall thermostats and wiring for baseboard heaters
Ceiling panel heaters

Moved: Jones

Seconded: Ready

Carried: 6-1-0

Opposed: Hess

Motion: I move that the Board of Directors stipulate that members shall be responsible for the future maintenance and replacement of all optional items that are installed by GHI during the Homes Improvement Program, except for casement windows which will be maintained by GHI, and wall thermostats which will be maintained and replaced by GHI, and split-system heat pumps that a member may choose to have GHI maintain and replace.

Moved: Jones

Seconded: McFadden

Carried: 7-0

Motion: I move that the Board of Directors accept the DMA report on replacement/maintenance fees associated with HIP opt-in improvements and implement the fees based upon the indexed contribution method.

Moved: James

Seconded: Jones

Carried: Tabled

Motion: Move to Table the motion.

Moved: James

Seconded: Jones

Carried: 7-0

Motion: I move that the Board of Directors receive the DMA report dated April 12, 2016 on replacement maintenance fees associated with HIP optional improvements and adopt the

monthly charges on the indexed cost basis specified in the report for split-system heat pumps and programmable thermostats.

Moved: McFadden

Seconded: Hess

Carried: 7-0

Ready amended to add the date April 12, 2016

2. **Review Draft MOC Addendum for Maintenance and Replacement of HIP Optional Items**

GHI staff has considered the member contract needed to accompany optional improvements associated with the Homes Improvement Program (HIP), if GHI is responsible for the future maintenance and replacement of those items.

Motion: I move that the Board of Directors receive the proposed Addendum to the Mutual Ownership Contract for the maintenance and replacement of optional items by Greenbelt Homes Inc. as presented and direct the Manager to submit the Addendum to GHI's attorney for review.

Moved: Hess

Seconded: Ready

Carried: 7-0

Motion: I move to Adjourn.

Moved: Hess

Seconded: McFadden

Carried: 7-0

The meeting adjourned at 8:48 pm.

Ed James
Secretary