

Minutes
Board of Directors
GHI Regular Open Session
January 16, 2020

Board Members Present: Hess, Holland, James, Jones, Ready, Skolnik, Socrates and Watkins

Excused Absence: Brodd

Others in Attendance

Eldon Ralph, General Manager

Tom Sporney, Assistant General Manager

Joe Perry, Director of Finance

Neron Adams-Escalera, Director of Member Services

Stuart Caplan, Director of Technical Services

Joyce Campbell, Audit Committee Member

Carol Griffith, Audit Committee Member

Robin Everly, Audit Committee Member

Molly Lester

Altoria Ross, Recording Secretary

President Skolnik called the meeting to order at 7:50 p.m.

1. Approval of Agenda

Motion: The Board of Directors does approve the agenda.

Moved: Hess

Seconded: James

Carried: 8-0

2. Announcement of Executive Session Meetings:

2a. Announcement of a Complaint Hearing Held in a Closed Meeting on January 13, 2020

A complaint panel comprised of Board members Skolnik, Chair, Jones and Socrates met for a complaint hearing on January 13, 2020 with a member in a closed session meeting, as authorized by sub-paragraph § 5-6B-19 (e)(1)(iv) of the Maryland Cooperative Housing Act. Audit Committee member Robin Everly attended the hearing.

The motion to call this meeting was made during an Executive session meeting on December 19, 2019 and approved by Board members Brodd, Hess, Holland, James, Jones, Skolnik and Socrates.

The hearing commenced at 6:30 p.m. and adjourned at 7:45 p.m.

Authority for the above closed meeting was derived from the Maryland Cooperative Housing Corporation Act, § 5-6B-19 (e)(1)(iv).

2b. Announcement of an Executive Session Meeting on January 16, 2020

The meeting is currently in recess, so no report is yet available.

3. Visitors and Members (Comment Period)

None.

4. Approval of Membership Application

Motion: I move that the Board of Directors approve the following Mutual Ownership Contract change:

- **David J. Brlansky, Sole Owner, is changed to David J. Brlansky, Jessica R. Brlansky, Joint Tenants.**

Moved: James

Seconded: Hess

Carried: 7-0

Holland was out of the room.

5. Committee and Homes Improvement Program Reports

Homes Improvement Program – Sporney reported that GHI has completed the 2019 cohort tasks. He also said over 100 people attended the help session on Sunday. GHI has scheduled two more sessions this weekend.

Bicycle Committee – Watkins announced the upcoming social on Saturday, January 25 from 2-4 p.m. at the administration building.

Woodlands Committee – James said the committee met last night. Over the weekend, committee members worked on moving an eroded path in Parcel X.

Architectural Review Committee – James said the committee met last week. Members reviewed the changes to rain barrel rules. The draft will be sent back to the Board.

Storm Water Management Task Force – James said the task force is working on the flood mapping project and their semi-annual report.

Legislative and Government Affairs Committee – Socrates said the committee members discussed upcoming bills in the state legislature and the way forward for matters in the county at the January 14 meeting.

Subleasing Subcommittee – Jones said the sub-committee is working on the final draft for the president and general manager to review in a few days.

Greenbelt Development Corporation Task Force – Skolnik said the taskforce is being populated and getting started. Taskforce members are Bill Jones, Sue Ready, Chuck Hess, Anna Socrates, and Linda Seeley.

IT Task Force – The taskforce met with a vendor at last Tuesday’s meeting. The members will meet with one other vendor. The taskforce hopes to narrow down the vendors to two or three before the end of the month.

Succession Planning Taskforce – Members met last Tuesday to discuss the present and future possible roles of the general manager and to establish emergency back up plans.

6. For Action or Discussion

6a. Approve Minutes of Special Open Session Meeting Held on December 19, 2019

Motion: I move that the Board of Directors approve the minutes of the Special Open Session Meeting, that was held on December 19, 2019 as presented.

Moved: James

Seconded: Hess

Carried: 7-0-1

Abstained: Ready

6b. Approve Minutes of Regular Open Session Meeting Held on December 19, 2019

Motion: I move that the Board of Directors approve the minutes of the Regular Open Session Meeting, that was held on December 19, 2019 as presented.

Moved: James

Seconded: Hess

Carried: 7-0-1

Abstained: Ready

6c. Review NCO Zone Proposals for Greenbelt in Preparation for a Meeting with an MNCPPC Official

GHI’s Board of Directors will be meeting Mr. Chad Williams of the Maryland National Capital Parks and Planning Commission on January 23, 2020 to discuss GHI’s proposal regarding a Neighborhood Conservation (NCO) Zone for Old Greenbelt.

Attachment # 5a is the NCO Zone proposal that GHI’s Board of Directors finalized in February 2019; this proposal was subsequently submitted to the City of Greenbelt for consideration.

Attachment # 5b is the only draft NCO Zone document prepared by City staff; this document was shared with GHI in July 2017 and was the basis for the draft NCO Zone proposal (refer to attachment # 5c) that MNCPPC’s consultant prepared.

6d. ARC's Recommendation re: Exterior Light Fixtures for the Administration Building

During its December 5, 2019 meeting, the Board of Directors directed the Architectural Review Committee to review the GHI Administration Complex Safety Task Force report on lighting

improvements for the Administration Complex and provide recommendations regarding the aesthetic appearance of the specific light fixtures to be installed.

At the Architectural Review Committee's December 11, 2019 meeting, the ARC reviewed the proposed Site Lighting Improvements Plan, dated 9-24-2019 (attachment # 6) and voted 6-0-0 to recommend that the Board approve the following light fixture selections:

- a. Fixture Type "F" Option 2 (**Platter 15" round white LED Outdoor flush-mount ceiling light**) - One fixture mounted above each of two exit doors.
- b. Fixture Type "H" (**LED 10' Post Top Area lights #E-ARB06 from E-Conolight**) – Three fixtures to be installed in front of the Administration Building. The ARC did not agree on any of the light fixture options proposed in the report. Instead, it recommended this fixture that one of its members submitted.

Motion: I move that the Board of Directors approve the exterior light fixture selections that the Architectural Review Committee recommended to be installed at the GHI Administration Complex and direct the Manager to install the light fixtures.

Moved: Holland

Seconded: James

Carried: 7-0

Tami Watkins was out of the room.

6e. Replacement Holiday for Staff in lieu of the Day after Thanksgiving and Christmas

GHI full time regular employees are offered eleven holidays per year. In 2020, the days after Thanksgiving and Christmas Day fall on a Friday when the office is normally closed. In order to maintain our holiday policy, staff suggests that the Board designate a floater holiday for full-time equivalent employees as the substitute holiday for November 27, 2020 and Thursday, December 24, 2020 as the substitute holiday for Christmas Day.

Motion: I move that the Board of Directors authorize a floater holiday for staff in lieu of Friday, November 27, 2020, the day after Thanksgiving, and December 24, 2020 as a replacement holiday for Christmas Day. This is a one-time adjustment necessitated by the compressed workweek schedule during 2020.

Moved: Hess

Seconded: Ready

Carried: 8-0

7. Items of Information:

7a. Bicycle Committee Event on January 25th

The GHI Bicycle Committee will hold its first social event on Saturday, January 25th from 2 p.m. to 4 p.m. in the Board room of the GHI Administration Building. All GHI residents and their bicycling buddies are welcome. Refreshments will be served. A representative from the Washington Area Bicyclist Association will attend to update attendees on area bicycle infrastructure initiatives and safety issues and conduct a question and answer session.

In the event of inclement weather, the event will be postponed to February 1.

7b. Board 12 Month Action Plan and Committee Task List

7c. Monthly GHI and City Calendars

7d. President's Items

Skolnik is leaving town this Saturday, January 18, returning on February 1. He also said County Executive Angela Alsobrooks would like a visit GHI. Skolnik picked some dates for her to consider.

7e. Board Members' Items

None

7f. Audit Committee's Items

The Audit Committee suggested a change to the attendance for the December 19 Board meeting that had already been made.

7g. Manager's Items

GM Ralph reminded Skolnik of County Executive Angela Alsobrooks potential visit.

Motion: To adjourn.

Moved: Hess

Seconded: James

Carried: 8-0

The meeting adjourned at 8:54 p.m.

Ed James
Secretary