

Minutes
GHI BOARD OF DIRECTORS
January 22, 2015

Board Members Present: DeBernardo, Hess, James, Jones (until 9:30 p.m.), Marcavitch, McFadden, Ready, and Skolnik

Excused Absence: Novinski

Others in Attendance:

| | |
|--|-----------------------------------|
| Eldon Ralph, General Manager | Richard Menis |
| Joseph Perry, Finance Director | Montrese Hamilton |
| Joan Krob, Director of Member Services | Lola Skolnik |
| Bruce Mangum, Contracts Manager | Marge Tolchin |
| Anna Bedford, Audit Committee | Susan Harris |
| Ben Fischler, Audit Committee | Elizabeth Shepherd |
| Lauren Cummings | Dianne Wilkerson |
| Bill Edwards | Altoria Ross, Recording Secretary |

President Skolnik called the meeting to order at 7:40 p.m.

1. Approval of Agenda

The Board added the following items to the agenda: *5b. Buildings Committee* and *6b. Approval of Minutes for December 4, 2014*. The Board removed Items *7g. Proposed Pay-off of Mortgage Loan to Release a Lien on 8G Research* and *7h. Contract for Repairs to 8G Research Road, 1st Reading*. Agenda item *7i. Contract for Repairs to 30B Ridge Road, 1st Reading* became *7g*.

MOTION: TO APPROVE THE AGENDA, AS REVISED.

Moved: Hess

Seconded: James

Carried 8-0

2. Report on Executive Session

Skolnik said that during executive session, the Board discussed the numerous members who are experiencing financial distress. Other issues mentioned were a problem with a pet and MOC terminations.

3. Visitors and Members

Skolnik welcomed visitors and members. Lauren Cummings of 65H Ridge asked the Board to reconsider and clarify door colors in light of the upcoming upgrade. Skolnik asked Cummings to place her request in writing and email it to him.

4. Approval of Membership Applications

MOTION: THAT THE FOLLOWING MEMBERS ARE ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP IS AFFORDED THEM AT THE TIME OF SETTLEMENT:

- **BEATRICE N. DABBS, SOLE OWNER;**
- **IVY SCHRAM, SOLE OWNER; AND**

- **SAMUEL LEE, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 8-0

5. Committee Reports

- The Marketing Committee submitted a written report, and Cummings gave a brief oral report.
- Buildings Committee - Skolnik said that the Buildings Committee recommended and the Board accepted its report for testing a crawl space mediation plan in four rows- (two frame, one brick and one block) - and has directed the general manager to prepare a request for proposal for a contractor to establish the cost and test out the alternate remediation solution. He said that staff is inspecting frame crawl spaces and has passed the 50% mark. Staff is also repairing and replacing sump pumps as they go and sealing up crawl space steam tunnels so animals cannot access them. Skolnik said that this work should be completed by the end of June. He said that staff is also surveying drainage problems to include swales and rain leaders.

6. Consent Agenda**MOTION: TO APPROVE THE CONSENT AGENDA.**

Moved: Hess

Seconded: Jones

Carried 7-0-1

Abstained: Ready

- 6a.
- Approval of Minutes: December 18, 2014

APPROVED BY CONSENT: TO APPROVE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 18, 2014.

- 6b.
- Approval of Minutes: December 4, 2014

APPROVED BY CONSENT: TO APPROVE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 4, 2014.

- 7a.
- Yard Line Certification: 1A-D Ridge Road

At meetings in Q4 2014, the Yard Line Committee discussed and reviewed yard boundaries for 1A-D Ridge Road. Staff provided the Committee recommendations to members. Staff and the Committee received no comment from affected members. There are no unresolved issues.

MOTION: THE BOARD OF DIRECTORS DOES CERTIFY YARD PLATS FOR 1A-D RIDGE ROAD AS PRESENTED.

Moved: Hess

Seconded: McFadden

Carried 8-0

7b. Communications Committee Recommendation Re: Revised Media Policy

In 2005, GHI established a Media Policy. Since the creation of that policy, GHI has upgraded its website, added a weekly electronic newsletter, a Facebook page, and a Twitter feed.

Because of all the variables involved with social media, including the possibility of negative postings, or libelous comments that could put GHI at risk, the Board requested the Communications Committee to review the current Media Policy and recommend a new policy to include social media.

The suggested motion made by Hess, seconded by Marcavitch and revised was withdrawn for revision. Board members should send comments regarding the policy to Sheri Swain no later than Monday morning.

7c. Marketing Committee's Recommendations for a New Pre-Purchase Orientation Video

Lauren Cummings, Co-Chair of the Marketing Committee, and committee member Bill Edwards, presented the draft PowerPoint presentation of the pre-purchase orientation video.

MOTION: THE BOARD OF DIRECTORS ACCEPTS THE DRAFT POWERPOINT PRESENTATION FOR A NEW PRE-PURCHASE ORIENTATION VIDEO CREATED BY THE MARKETING COMMITTEE AND AUTHORIZES THE COMMITTEE TO FULLY DEVELOP THE NEW VIDEO.

Moved: Hess

Seconded: Jones

Carried 8-0

7d. Investment Committee's Report to the Board of Directors

Director Ready, Chair of the Investment Committee, gave an overview of the written report presented to the Board.

7e. Proposed Rules' Changes for Control of Invasive Plants in Yards

At the Board meeting of 20Nov14, the Board considered rules changes proposed by ARC regarding invasive plants. The Board directed the proposed changes be distributed for 30-day comment & feedback to the Woodlands Committee and the GHI community.

At the Woodlands Committee meeting of 17Dec14, the Committee voted on proposed changes. A quorum was present and unanimously agreed to support the simplified rules, Section V.F. Invasive Plant Control as proposed by ARC.

The proposed revision to GHI rules regarding invasives follows:

delete: ~~strikethrough~~

add: *italics*

§V.F. Invasive Plant Control

Members are asked to follow a program to gradually eliminate all invasive plants from their yards. GHI requires members to ~~remove~~ *control* certain invasive plants within their yards.

| Plant/Type | Action | Status |
|--|--|-------------------------------|
| English Ivy, <i>Poison Ivy</i> , and non-native <i>Wisteria</i> | Remove ivy vines climbing on trees, buildings, and structures and prevent spread beyond yard boundary. Yards backing woodland areas must also maintain a thirty [30] foot ivy free buffer from the rear yard line. | Required by GHI |
| <i>Running Bamboo</i> | Prevent from spread beyond yard boundary. Maintain height of five [5] feet within hedgerow. | Required by GHI |
| Climbing Invasive Vines | Remove from trees, buildings, and structures and prevent spread beyond yard boundary. | Required by GHI |
| Woody shrubs (esp. bush honeysuckle and burning bush) | Remove from yard and replace with native plant alternatives. | Recommended by GHI |
| Seeding vines (esp. honeysuckle and bittersweet) | Remove from yard and replace with native plant alternatives. | Recommended by GHI |
| English Ivy | Remove from yard completely and replace with native plant alternatives. | Recommended by GHI |

ARC discussed its draft of full revisions to §V of GHI rules at its October 2014 meeting. It recommended that, based upon its review and recommendation to simplify the rules, that a member's request to allow disclosure of invasives in lieu of compliance at resale, not be allowed.

At its meeting of 10Dec14, ARC continued to discuss overall review of recommended planting lists. Prior to this, the ARC chair met with the chair of the Woodlands Committee, and they both agreed to form a joint subcommittee to look at issues of invasive species and recommended planting lists. The subcommittee will then report back to whichever committee has governance over the issues, or perhaps to both committees. The sub-committee will work on recommendations for planting lists. It would consult/refer to State of Maryland list of prohibited plants. It is possible that PG County or the City of Greenbelt also have prohibited plant lists.

(Note: Director Jones left the meeting during this discussion at 9:30 p.m.)

MOTION: THE BOARD OF DIRECTORS SENDS THE RULES BACK TO ARC.

Moved: Hess

Seconded: McFadden

Carried 4-3

Opposed Marcavitch, Skolnik, and DeBernardo

7f. Proposal for Board to Consider Recommendation for Heating/Cooling Systems for HIP in Spring 2015

Last year, split-system heat pumps, wall thermostats and ceiling panel heaters were installed in several pilot homes. The Homes Innovation Research Labs will be gathering data on the energy usage and costs for these systems throughout the winter months. GHI might not receive HIRL's report on the energy performance of these systems until May or June, which means that a membership vote regarding these systems would have to be held during the summer of 2015.

Last December, the Board voted to recommend that the membership allow member opt-ins for attic insulation, wall insulation, and exhaust fans during the Homes Improvement Program. The Board may wish to consider a similar approach for heating/cooling systems such as heat-pumps, wall thermostats and ceiling panel heaters. If the Board wishes to do so, staff and the Buildings Committee will be able to present the Board with a report during early spring that provides the following information:

1. Actual installation costs of the heating cooling systems – heat pumps, wall thermostats and ceiling panel heaters.
2. Payback periods based on actual installation costs and HIRL's estimated energy cost savings.
3. A survey report with comments from pilot members about their experiences with the installation and increased comfort gained from these systems. The report would also include comments from non-pilot members who have heat-pump systems.

If the Board makes its recommendations regarding heating/cooling systems in early spring, there could be one membership meeting, during the spring to vote on all systems to be installed during the HIP.

CONSENSUS: THE BOARD AUTHORIZES MOVING FORWARD WITH RECOMMENDATIONS REGARDING HEATING/COOLING SYSTEMS.

7g. Contract for Repairs to 30B Ridge Road, 1st Reading

The personal representative for the estate of Arthur Malone, deceased former member of 30B Ridge Road has conveyed the title and right of perpetual use of the unit to GHI. There is enough equity in the unit to cover all financial obligations to GHI. GHI proposes to repair the unit to bring it to resale standards. Subsequently, it will be sold; GHI will recover the debts owed to the co-op and the remaining funds will be remitted to the estate.

Because of the significant work that is involved in bringing the unit into compliance with GHI resale standards, GHI sought bids from three (3) contractors. The following bids were received:

| Name of Contractor | Bid Price |
|--------------------------------------|------------------|
| Richard K. Gehring Home Improvements | \$21,000 |
| Rainbow International Restoration | \$15,890 |
| Maxwell Painting and Wallcovering | \$25,295 |

The low bidder is Rainbow International Restoration. This contractor has satisfactorily performed previous repair work of a similar nature in GHI units. Staff recommends awarding the contract to Rainbow International Restoration with an extra 10% to cover any unforeseen contingencies.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR FIRST READING TO SIGN A CONTRACT WITH RAINBOW INTERNATIONAL RESTORATION TO REPAIR THE UNIT LOCATED AT 30B RIDGE RD AS DIRECTED BY GREENBELT HOMES INC., AT ITS BID OF \$15,890.00 PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$17,480.00.

Moved: James

Seconded: Hess

Carried 7-0

8. Items of Information

Items of information included the Board Action Plan Status & Committee Task List and Monthly GHI and City Calendars.

9. President

Skolnik reminded the Board of the January 29th strategic planning tune up at 7 p.m. He also said the availability of solar domestic water heating was announced in e-news, and 23 members responded positively. Skolnik also said the equipment for Ken Chandler's electric charging station should have arrived today.

10. Board Members

- James – Woodlands had a meeting last night where members of Greenbelt Biota joined them.
- Hess –The Finance Committee is having a special meeting on Thursday, February 5.
- Marcavitch – There will be no school on Monday, January 26. The first meeting of the Historic Preservation Taskforce will be on February 17 and then on the second Tuesday of every month.
- DeBernardo suggested that word smithing or focus grouping of committee reports be moved to work sessions to facilitate a more effective meeting. He also said the Member Outreach Committee report will be submitted before January 31.

11. Manager

No report.

MOTION: TO ADJOURN.

Moved: Hess

Seconded: Marcavitch

Carried 7-0

The meeting adjourned at 10:07 p.m.

Ed James
Secretary