

Minutes
GHI Board of Directors
October 20, 2016

In Attendance: Brodd, Hess, Holland, James, Jones, Skolnik

Excused Absence: McFadden, Novinski

Absent: Marcavitch

Other Attendees:

Eldon Ralph, General Manager

Michael Hartman

Joe Perry, Director of Finance

Claudia Jones

Joan Krob, Director of Member Services

Jean McLaughlin

Molly Lester, Audit Committee Member

Monica Johnson, Recording Secretary

Laurie Chvatal

President Skolnik called the meeting to order at 7:30 p.m.

An Executive Session meeting was held on October 20, 2016 at 7:11 p.m. in the GHI Administration Building per the Maryland Cooperative Housing Corporation Act, Section 5-6B-19(e) by unanimous vote of the Board Members taken at an Open Session meeting at 7:13 p.m. of the same day.

Skolnik added item 7e to the agenda: Task Force to Represent GHI during Communications re: the Zoning Rewrite Project.

1. Approval of Agenda

Motion: The Board of Directors does approve the agenda as revised.

Moved: Hess

Seconded: James

Carried: 6-0

2. Report on Executive Session

Skolnik reported that the executive session for October 20 was in recess. He reported on the executive session from October 6 during which the Board, approved the agenda, and the consent agenda which included contracts for tree maintenance services and repairs at 4G Plateau Place, approved minutes, considered an exception request, considered some financial delinquencies of members, and had the first reading for the contract for external auditors, first reading of the fall concrete repair contract, first reading of the landscape maintenance services contract, first reading of new lease for a color copier, a report from a complaint panel and a private member issue.

3. Visitors and Members (Comment Period)

None

4. Approval of Membership Applications

Motion: That the Board of Directors approve the following persons into the cooperative and membership is afforded them at the time of settlement:

- **Rebecca A. Kahn, Sole Owner;**
- **Gary Childs and Anita Childs, Tenants by the Entirety;**
- **Kaye S. Hirsh, and Frederick G. Usilton, III, Joint Tenants;**
- **Janet C. Greene and Amanda J. Hogan, Joint Tenants.**

Moved: James

Seconded: Hess

Carried: 6-0

5. Committee Reports

Finance Committee – Hess mentioned that on October 25th there will be a Special Finance meeting on the 2017 Budget.

6. Consent Agenda

Motion: Move approval of the Consent Agenda.

Moved: Hess

Seconded: James

Carried: 6-0

6a. Proposed Purchase of a New Computer Server for the Administration Building - 2nd Reading

There are currently two computer servers in the Administrative Building. The first, a Dell PowerEdge 2800 server dedicated to the Jenark finance software, was replaced two years ago.

The second, a Dell PowerEdge T610 server, is equipped with the Micromain maintenance management software and Microsoft software programs. This server is six years old. Our IT service provider FedSolutions has advised staff that the server should be replaced since its 2008R2 operating system has reached Microsoft's end of life status and is being phased out. Microsoft will soon stop delivering updates and providing support for the server.

FedSolutions will replace the current server with a Dell PowerEdge T430 server. The cost of the server is \$5,541.54 and FedSolutions cost for configuring the server is \$6,480.00. Hence, the total replacement cost is \$12,062.54.

Approved by Consent: I move that the Board of Directors authorize the Manager for second reading to sign a purchase order for the purchase and configuration of one Dell T430 computer server from FedSolutions at a cost of 12,062.54 plus 5% for contingencies, for a total not to exceed \$12,665.00.

7a. Approval of Minutes: September 15, 2016 Special Meeting

Motion: I move that the Board of Directors approve the minutes for the September 15, 2016 special meeting.

Moved: James

Seconded: Hess

Carried: 6-0

7b. Approval of Minutes: September 15, 2016 Regular Meeting

Motion: I move that the Board of Directors approve the minutes for the September 15, 2016 regular meeting.

Moved: James

Seconded: Hess

Carried: 6-0

7c. Sample Letter Prepared by the Buildings Committee to Ascertain the Membership's Interest in Utilizing Natural Gas

On June 9, 2016, two officials from the Washington Gas Company presented a preliminary non-binding letter of intent to the Board which included the following provisions:

- a) Washington Gas would extend its existing gas mains by approximately 34,000 feet throughout our community if GHI made a commitment to install 1600 gas hot water heaters, and 600 members utilized gas heating appliances over a five-year period after the construction of the gas mains is completed.
- a) The completion date for the construction would be no more than three years following the signing of definitive agreements.
- b) GHI would have to contribute \$300,500 if we did not install the agreed upon number of hot water heaters and heating appliances within a 5-year period after construction of the gas mains. This amount must be paid in advance of the project and would be waived, should Washington Gas and GHI come to an agreement on the number of gas appliances to be installed.

On July 7, 2016, the Board directed the Buildings Committee to review the Letter of Intent from Washington Gas and survey the membership to ascertain its level of interest in utilizing gas for heating and other purposes. The Buildings Committee has prepared a sample letter that it would like to distribute to the membership.

Motion: I move that the Board of Directors accept the sample letter regarding Washington Gas' proposal that the Buildings Committee presented on October 20, 2016. Further, I move that the Board of Directors direct the Manager to distribute the letter to the membership for obtaining their feedback within a 30-day period.

Moved: Jones

Seconded: James

Motion amended
and carried by a
later vote

Michael Hartman, suggested a change in the first sentence of the letter, so it doesn't appear that the Board is in favor of putting in natural gas.

During the discussion, the Board significantly shortened the letter to the membership.

Amended Motion: I move that the motion be amended to after "the Buildings Committee presented" to insert "and the Board revised".

Moved: Hess

Seconded: Jones

Carried: 5-0-1

Abstained: Brodd

Final Motion: I move that the Board of Directors accept the sample letter regarding Washington Gas' proposal that the Buildings Committee presented and the Board revised on October 20, 2016. Further, I move that the Board of Directors direct the Manager to distribute the letter to the membership for obtaining their feedback within a 30-day period.

Moved: Jones

Seconded: James

Carried: 5-1

Opposed: Brodd

7d. Review Draft Policy Submitted by the Buildings Committee re: Installation of Solar Photovoltaic Systems

On December 18, 2014, the Board of Directors accepted a solar hot water heater report as presented by the Buildings Committee and adopted the policy guidelines for allowing individual members to install solar domestic water heating systems.

The Buildings Committee has now prepared a draft policy for the installation of solar photovoltaic systems by members.

Motion: I move that the Board of Directors adopt the policy guidelines regarding installation of solar photovoltaic systems that the Buildings Committee presented on October 20, 2016.

Moved: Hess

Seconded: James

Carried: 6-0

7e. Task Force to Represent GHI during Communications re: the Zoning Rewrite Project

There was consensus during a joint work session on September 26th between the Board and the Legislative & Government Affairs Committee that GHI should collaborate with the City of Greenbelt regarding the zoning rewrite project. This would ensure that GHI is fully knowledgeable of all remaining activities in the zoning rewrite and approval process and there is cohesion between the City of Greenbelt and GHI in providing inputs to the M-NCCPC and the Prince George's County Council regarding the proposed Neighborhood Conservation Overlay Zone (NCOZ) for Historic Greenbelt.

Staff contacted the City Manager who has requested the City Planning staff to collaborate with GHI about the project.

This item is on the agenda for the Board to appoint a small task force to represent GHI during communications with the City of Greenbelt and other pertinent agencies such as the Maryland – National Capital Park and Planning Commission (M-NCPPC) on matters pertaining to the zoning rewrite project.

Motion: I move that the Board of Directors appoint a task force to represent Greenbelt Homes Inc. during communications with the City of Greenbelt and other pertinent agencies on matters pertaining to the Prince George's County zoning rewrite project.

Moved: Brodd

Seconded: Holland

Carried: 6-0

8. Items of Informationa. Grant Award to GHI from the Chesapeake Bay Trust

In response to a grant application that GHI's Storm Water Taskforce submitted, the Chesapeake Bay Trust (CBT) has awarded a grant of \$101,935 to GHI to design and install a storm water control project in the vicinity of 20 Court Ridge Rd. Attachment #7 is the letter from the CBT, informing GHI about the grant award.

b. Letter from the Greenbelt City Council to WSSC

A letter was sent by the Greenbelt City Council to the General Manager of WSSC that urges WSSC to reopen discussions with GHI and the City on the waterline replacement project for GHI's masonry units.

c. HUD's Release of a Final Rule Updating the Fair Housing Act

The U.S. Department of Housing and Urban Development (HUD) has released final regulations dated September 13, 2016 related to the Fair Housing Act that impact community associations. The final rule is effective October 14, 2016.

Under the rule, community associations may be liable under the Fair Housing Act for the discriminatory actions of residents who harass or create a hostile environment for other residents. The Fair Housing Act prohibits harassment against a person because of race, color, religion, sex, national origin, disability, and familial status in housing and housing-related transactions. Courts and HUD have long held that Fair Housing Act protections extend beyond the initial transaction and protect a consumer's ongoing use and enjoyment of their home and property.

d. Committee Task Liste. Monthly GHI and City Calendars9. President

Skolnik mentioned that revisions for the Strategic Plan would be presented in a few days. Skolnik also mentioned that Sheri Swaim the Executive Assistant has moved on to a new job and wish her the very best. Skolnik reminded the Board of the email asking for members for a number of task forces to get them up and going.

10. Board Members

None

11. Manager

None

Homes Improvement Program

- Windows have been installed in 290 of 328 at 88% completed;
- Siding has been installed on 188 of 201 at 93% completed;
- Doors have been installed in 188 of 328 should be finished by the end of the year;
- Electrical baseboard heaters are complete;
- Mini split heat pumps have been installed in 39 of 48 at 81% completed.

Motion: To adjourn.

Moved: Hess

Seconded: James

Carried: 6-0

The meeting adjourned at 8:52 p.m.

Ed James
Secretary