

Minutes
GHI Board of Directors
October 6, 2016

Board Members Present: Brodd, Holland, James, Jones, Marcavitch (*arrived 8:32pm*), McFadden, Skolnik

Excused Absence: Hess, Novinski

Others in Attendance:

Eldon Ralph, General Manager	Helen White
Joe Perry, Director of Finance	Angela Bearden
Joan Krob, Director of Member Services	Gwen Vaccaro
Molly Lester, Audit Committee Member	Barbara Utz
Henry Haslinger, Audit Committee Member	Irvin Utz
Diane Wilkerson	Phaedra Doukakis-Leslie
Melissa R. Kingsley	Bob Snyder
Dirk R. Kingsley	Mary Rounds
Melissa Ehrenreich	Monica Johnson, Recording Secretary

President Skolnik called the meeting to order at 7:44 p.m.

An Executive Session meeting was held on October 6, 2016 at 6:30 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 6:31 pm of the same day.

1. Approval of Agenda

Skolnik added to the agenda 7g. Receipt of \$5000 Grant from the Greenbelt Community Foundation for a Pilot Project to Address Hoarding Issues.

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

Moved: James

Seconded: Jones

Carried: 6-0

2. Report on Executive Session

No report as the Executive Session is in recess.

3. Visitors and Members (Comment Period)

Melissa R. Kingsley, asked if the Board could schedule a meeting to discuss the situation at her unit.

Mary Rounds, mentioned to the Board her concerns on the replacing of storm water pipes and sewage pipes.

Eldon stated that he would meet with the member and provide a report to the Board.

4. Living TrustTransfer of the Interest in the Unit at 8 Woodland Way into a Living Trust

Ralph mentioned that Ms. Helen E. White, the member of 8 Woodland Way would like to transfer her interest in the unit into a living trust dated September 6, 2016 whereby she would be the Trustee and beneficiary. Ms. White is requesting the Board to approve the Addendum for Trust Ownership and Trustee's Affidavit.

Motion: The Board of Directors approves the Addendum for Trust Ownership of Helen E. White, Member Trustee under the Trust dated September 6, 2016, and trustee's Affidavit, thereby allowing Helen E. White to place her membership and equity interest in 8 Woodland Way into the living trust.

Moved: James

Seconded: Brodd

Carried: 6-0

5. Approval of Membership Applications

Motion: That the following members are accepted into the cooperative and membership is afforded them at the time of settlement:

- **Nathlie M. Hicks, Sole Owner;**
- **Elizabeth Riordon, Sole Owner;**
- **John W. Francis and Emily C. Francis, Tenants by the Entirety;**
- **Linda Orrin, Sole Owner.**

Moved: James

Seconded: Jones

Carried: 7-0

6. Committee Reports

Buildings Committee – Skolnik mentioned that the Buildings Committee has drafted a survey for the membership on the question of natural gas, and would be presented on the next agenda.

Homes Improvement Program

- Windows have been installed in 265 of 320 at 80% completed;
- Siding has been installed on 172 of 201 at 85% completed;
- Doors have been installed in 160 of 320 at 48% completed;
- Electrical baseboard heaters are complete;
- Mini split heat pumps have been installed in 36 of 48 at 75% completed.

Sporney updated the Board on the action that was taken on a complaint that was brought up from a member at the September 15 board meeting. Sporney also gave an update on the 2017 cohort.

Skolnik moved to item 7g on the agenda.

7a. Approval of Minutes: September 1, 2016 Special Meeting

Motion: I move that the Board of Directors approve the minutes for the September 1, 2016 special session meeting.

Moved: James

Seconded: Jones

Carried: 6-0

7b. Approval of Minutes: September 1, 2016 Regular Meeting

Motion: I move that the Board of Directors approve the minutes for the September 1, 2016 regular session meeting.

Moved: James

Seconded: Jones

Carried: 6-0

7c. Certification of Yardlines for 4-K Gardenway, 2A-G Laurel Hill Rd, 2S-V Laurel Hill Rd and 4S-V Laurel Hill Rd

The Yardline Committee is recommending that the Board certify yard plats for the following addresses:

- 4-K Gardenway - the yard plat for this address was previously certified. However, the member subsequently purchased an adjacent boiler room and has submitted a permit request to build a deck; hence the yard line must be modified to include the yard around the boiler room.
- 2A-G and 2S-V Laurel Hill Rd – yard plats for 2H-R Laurel Hill Rd were previously certified by the Board.
- 4S-V Laurel Hill Rd – yard plats for 4A-R Laurel Hill Rd were previously certified by the Board.

Motion: I move that the Board of Directors certify yard plats as presented for the following addresses:

- **4-K Gardenway**
- **2A-G Laurel Hill Rd and 2 S-V Laurel Hill Rd.**
- **4S-V Laurel Hill Rd.**

Moved: Jones

Seconded: McFadden

Carried: 6-0

7d. Proposed Two-story Addition at 7-Y Research Rd

Ralph reported that Ms. Bearden, the member at 7-Y Research Road, has requested a permit request for permission to construct a 17'-0" x 12'-0" two story gardenside addition. She received written consent from the adjacent member at 7-X Research Road to build the addition. However the adjacent members (Irvin and Barbara Utz) of 7-Z Research Road have not given consent.

Ms. Bearden, 7Y Research Road along with her mother and the adjacent members Irvin and Barbara Utz, 7Z Research Road attended the meeting to explain their positions to the Board.

Marcavitch arrived during the discussion at 8:32 pm.

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.

A quotation from Fedsolutions for replacement of 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.

Motion: I move that the Board of Directors authorize the Manager, for first 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.

Moved: Marcavitch

Seconded: Brodd

Carried: 7-0

7g. Receipt of \$5000 Grant from the Greenbelt Community Foundation for a Pilot Project to Address Hoarding Issues.

Melissa Ehrenreich, Chair of the Greenbelt Community Foundation presented to the Board the grant that was awarded to the City of Greenbelt and GHI to provide supportive service for GHI members with excessive clutter/hoarding tendencies; to provide up to 10 mini-grants to assist members to begin to de-clutter and organize or dispose of items identified by management or code enforcement as being a risk for fire, blocked egress, or other noted violations; to provide a monthly support group for families/friends working with GHI members; and to produce a list of resources for families and friends. It will also establish an interdisciplinary Hoarding Task Force that will help identify resources and protocol for working with City residents to avoid fines, displacement or loss of residence. Lastly, the grant will provide access to additional training for City and GHI staff.

Skolnik moved back to item 7a on the agenda.

8. Items of Information

a. Greenbelt Cooperative Alliance Co-op Month Activities

October is National Co-op Month, and the theme for 2016 is "Cooperatives Build." The Greenbelt Cooperative Alliance (GCA), a group formed by representatives from all the cooperative businesses in Greenbelt, is sponsoring several activities to commemorate the month. The News Review will publish a calendar of Co-op Month events all during the month of October.

- City Proclamation – Greenbelt's City Council will proclaim October as Co-op Month at its October 10th meeting. GHI is asked to have a Board member representative at this event. The proclamation is early on the agenda, so you won't need to stay for the entire meeting, which begins at 8pm.
- Farmers' Market – GCA will have a booth at the Farmer's Market on Sunday, October 23rd, handing out information and answering questions about local co-ops.

- Co-op Party – Following the Farmer’s Market on October 23rd, the New Deal Café is hosting a Co-op Party with cooperative songs and a round of the fun game, Co-opoly.
- The window display downstairs from the library will have a Co-op Month display from October 17th to November 17th, featuring items from all the local cooperative businesses.

For more information on Co-op Month, go to: <http://www.coopmonth.coop/>

- b. Committee Task List
- c. Monthly GHI and City Calendars

9. President

Brodd updated the Board on his meeting with Ms. Joellen Earl of GovHR Consultant and four other members from the City of Greenbelt to assist in hiring the next City Manager.

10. Board Members

None.

11. Manager

Ralph mentioned that he contacted Mr. McLaughlin and requested that he consider working with GHI to set a mechanism for collaboration with the City staff on Neighborhood Conservation. Ralph also stated that Pepco would begin resuming removal of trees.

Perry mentioned that he successfully submitted the first semi-annual payment of real estate taxes for the Cooperative, and that the reconciliation letters went out to members.

Audit Committee Members

Lester mentioned a new contractor in GHI that is working on utility replacement, and what has happened for many years when sidewalks are ripped up and bluestone is put down. She stated that the new contractor Old Line Construction is using a material called CR6 that make a world of difference.

Haslinger asked General Manager Ralph, if anything was being done about removing the railroad ties from the road that WSSC built between 6 and 8 courts of Ridge. Ralph stated that a plan was submitted to remove the ties and to plant nine trees in that area, and he is still waiting on more information.

Motion: To adjourn.

Moved: James

Seconded: Marcavitch

Carried: 7-0

The meeting adjourned at 9:47 p.m.

Ed James
Secretary