

Minutes
GHI BOARD OF DIRECTORS
Thursday, November 19, 2015

In Attendance: Brodd (at 8:20 p.m.), Hess, James, Jones (at 7:40 p.m.), Marcavitch, McFadden, Novinski, Ready, Skolnik,

Other Attendees:

Eldon Ralph, General Manager	Tom Jones
Joe Perry, Director of Finance	Montrese Hamilton
Joan Krob, Director of Member Services	Mara Hemminger
Leeann Irwin, Audit Committee	Anna Socrates
Bijan Khorsand, Director of Technical Services	Lisa Nichols
Tom Sporney, Director of GHI Homes Improvement Program	Elizabeth Shepard
Kim Kweder	Janice Wolfe
Phillip Payette	Kris White
Stefan Brodd	C. Jenise Williamson
Patrick Flynn	Jonathan Bell
Dianne Wilkerson	J. Davis, Greenbelt City Council Member
Stephen Holland	Mary Ernsberger
	Kyrthlyn Rhoda, Recording Secretary

President Skolnik called the meeting to order at 7:31 p.m.

1. Approval of Agenda

Motion: To approve the agenda.

Moved: Hess

Seconded: James

Carried: 7-0

2. Report on Executive Session

Report deferred as executive session is in recess.

3. Visitors and Members (Comment Period)

- Tom Jones, Chair of the Nominations and Elections Committee informed members that a 5th member on the committee is needed and requested anyone that is interested to contact him.
- Janice Wolfe spoke about the color yellow not included as a choices for siding.
- Kim Kweder voiced her concern about the complete removal of a certain tree and about the increase in coop fees.

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:

- **Justin Van Winkle and Christine Van Winkle, Tenants by the Entirety.**

Moved: James

Seconded: Hess

Carried: 7-0

Motion: That the Board of Directors approves the following Mutual Ownership Contract change:

- **Daniel J. Obester and Virginia Obester, Tenants by the Entirety, is changed to Virginia Obester, Sole Owner.**

Moved: James

Seconded: Hess

Carried: 7-0

Director Jones arrived at this time – 7:40 p.m.

5. Committee Reports

No reports given.

6. Consent Agenda

No consent agenda for this meeting.

7a. Approval of Minutes: October 15, 2015

Motion: The Board of Directors does approve the minutes for the October 15, 2015 meeting as revised.

Moved: Hess

Seconded: Jones

Carried: 7-0-1

Abstained: Skolnik

7b. Selection of Board Member to Fill Vacancy

The Board heard from four members willing to fill the vacancy created on the Board of Directors by the resignation of Director DeBernardo. Skolnik explained the process contained in the Bylaws that allows the Board to fill the vacancy. Three candidates were present to give verbal presentations; one candidate unable to be in attendance provided a written statement which Skolnik read. After the presentations, Board members voted by secret ballot. While ballots were being counted by representatives of the Audit Committee and Nominations & Elections Committee, the Board moved to item 7c of the agenda.

7c. Yard Lines Certification: 51A-P Ridge Rd

The Yard Line Committee recommendation for the certified boundaries for 51A-P Ridge was discussed with the members by the staff. There were no unresolved issues.

Motion: The Board of Directors does certify yard plats for 51A-P Ridge Road as presented.

Moved: Hess

Seconded: Ready

Carried: 8-0

At this point in the meeting results of the balloting were received by the Board. Skolnik announced that Stefan Brodd was the successful candidate. Brodd was invited and seated at the Board table at 8:25 p.m.

7d. ARC's Recommendation re: Permit Request from the Member of 61-C Ridge Road to Construct a Handicap Access Ramp over a Shared Walkway

The ARC recommended to the Board of Directors that a permit should be granted to the member of 61-C Ridge Road to install a handicap ramp and porch deck for units 61C-F Ridge Road with steps alongside the full length of the deck.

Motion: The Board of Directors does approve a permit request for the member of 61-C Ridge Rd to install a handicap ramp and construct a new porch deck with steps alongside the full length of the deck for units 61C-F Ridge Rd.

Moved: James

Seconded: Hess

Carried: 9-0

7e. ARC's Recommendation re: Permit Request from the Member of 7-F Ridge Rd to Install an Exterior Awning Above an Atrium Door

The ARC passed a motion by a vote of 6-0-0 to recommend to the Board of Directors that the members at 7-F Ridge Road be allowed to install a gutter with flashing over the existing atrium door in their garden-side addition. Dory Bates (member) was present.

Motion: The Board of Directors does permit the member at 7-F Ridge Road to install a gutter with flashing above the existing atrium door in their gardenside addition.

Moved: Ready

Seconded: Marcavitch

Carried: 9-0

7f. ARC's Recommendation re: Permit Request from the Member of 7-C Crescent Road to Replace a Sliding Glass Door with a New Energy Efficient Door

The ARC recommended that the Board of Directors allow the member at 7-C Crescent Road to replace the existing sliding glass door with a similar type as long as the new one is Energy Star rated. Lisa Nichols, the member, was present.

Motion: The Board of Directors does approve the replacement of the existing gardenside sliding glass door at 7-C Crescent Rd with one of a similar type as long as the new one is Energy Star rated.

Moved: Hess

Seconded: Jones

Carried: 9-0

7g. ARC's Recommendation re: Request to Include Red as a Color Option for Doors During the H.I.P.

The Architectural Review Committee (ARC) recommends that color red exterior doors not be included as an option during the Homes Improvement Program. The rationale for this recommendation was that it was too late to introduce another color. During the Board's discussion of the recommendation, member Mara Hemminger of 33-N Ridge Road submitted a swatch of currently approved colors that include red. Director Hess opined that the ARC's recommendation is not excluding people from having a red door, that it speaks to this year's HIP. Hess said the question is whether the Board wants to add another door color in the future. The board concurred that this could possibly occur beginning in 2017 during the second cycle of HIP.

Motion: The Board of Directors does approve the inclusion of 'red' as a color option for new exterior doors that GHI will supply and install during the Homes Improvement Program.

Moved: McFadden

Seconded: Jones

Carried:5-4

Opposed: Novinski, Marcavitch, Ready, Skolnik

7h. Review 2016 GHI Budget, 2nd Reading

The Board and Finance Committee met on October 8th to review the first draft. The Board approved the budget for first reading on November 5th in the amount of \$11,910,100 with an overall staff salary increase of 2.5%.

Perry, the Director of Finance, reviewed the adjustments to the proposed 2016 budget.

Motion: The Board of Directors adopts the 2016 Operating Budget, for second reading and final passage, in the amount of \$11,910, 400 with depreciation of members' homes in the amount of \$439,000.

Moved: Hess

Seconded: Marcavitch

Carried: 9-0

A correction was made to the total amount of the budget by \$300 which had been decided at the first reading. The reduction excludes an amount to purchase a canopy which was already in the GHI inventory.

Motion: The Board of Directors amends and adopts the 2016 Operating Budget, for second reading and final passage, in the amount of \$11,910,400 to read \$11,910,100 with depreciation of members' homes in the amount of \$439,000.

Move: Hess

Seconded: Marcavitch

Carried: 9-0

7i. Proposed Revisions to Rules for Privacy Screens

ARC proposes the following revision to GHI rules regarding privacy screens. Sections: VIII A through C. *(Attached to the approved minutes)*

Motion: The Board of Directors adopts the revised rules for privacy screens as revised on November 19, 2015.

Moved: Ready

Seconded: Marcavitch

Carried: 9-0

7j. Review of HIRL Phase 3 Pilot Program Report

Homes Improvement Research Labs (HIRL) provided its report on the conclusion of the pilot program on 17Aug15. It was included with the agenda of the Buildings Committee meeting of 26Aug for its review.

At the Buildings Committee meeting of 28Oct, the Committee discussed the report. Various ongoing actions for the Committee to undertake were discussed. The Committee voted 7-0 to accept the report. This issue is being brought to the Board of Directors for discussion/action.

Motion: The Board of Directors does accept the report of the Homes Improvement Research Labs at the conclusion of phase 3 of the pilot program; further the Board of Directors directs the Buildings Committee to submit to the Board of Directors their final report by January 31, 2016.

Moved: Skolnik

Seconded: Marcavitch

Carried: 9-0

7k. Contract for Repairs to Fences Around Administration Building Compound, 1st Reading

GHI's 2015 budget includes an amount of \$12,000 for repairs to the fences around the Administration Building compound.

The customer references on Metropolitan Fence Co. (the lower bidder) are satisfactory. Staff recommends awarding the contract to Metropolitan Fence Co. 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 Metropolitan Fence Co. to repair the fences around the Administration Building Compound, as directed by Greenbelt Homes Inc., at the contractor's bid of \$7,675 plus 10% for contingencies, for a total not to exceed \$8,443.

Moved: Hess

Seconded: Ready

Carried: 9-0

7l. 2016 Holiday Schedule

Motion: The Board of Directors authorizes a floating holiday to be granted to GHI's full-time employees in 2016, as a substitute for New Year's Day which falls on the Friday of a compressed work week when GHI's offices will be closed.

Moved: Hess

Seconded: James

Carried:9-0

8. Items of Information

- a. Board Action Plan Status & Committee Task List
The GHI Strategic Plan deliberations are progressing.

b. Monthly GHI and City Calendars

J. Davis, Mayor Pro Tem:

- Gave city election report. She encouraged residents to run for offices.
- The Festival of Lights will be held at the Roosevelt sight this year.
- She encouraged members to do their Christmas shopping locally.
- Reported that the Greenbelt Theatre is making a profit.

9. President

- The FBI Environmental Impact Statement letter is on the GHI website. The Public hearing will be on Tuesday December 8th from 6pm -8:30pm at the Greenbelt Library.
- Will have Tuesday meetings with General Manager along with the Vice President Ready.
- The National Association of Cooperatives will be offering suggestions to GHI.

10. Board Members

- Novinski – Welcomed Mr. Brodd to the Board and wished everyone a Happy Thanksgiving.
- Marcavitch – Wished everyone a Happy Thanksgiving and to watch out for the children walking to and from school.
- McFadden – Wished everyone a Happy Thanksgiving.
- Brodd – Thanked the Board for their confidence in him to serve.

11. Manager

- Pepco's proposal for tree removal in GHI has been delayed because they have not received the permit from the City of Greenbelt. This delay is because of questions regarding some parcels. Discussions are ongoing regarding this and monetary tree removal allowances.
- A member at 23 Court Ridge Road was mugged. GHI changed the locks on her doors. Mayor Pro Tem, J. Davis reported that the robbers have been caught.
- Ralph stated that he attended the Prince George's County Council hearing regarding three bills related to community associations. One of the bills was regarding the Alternative Dispute Resolution (ADR), which is a program that a member of a community or homeowner association uses to seek redress on a dispute. Ralph said his concern was that GHI being the largest coop in the county was not contacted ahead of time concerning these hearings. He contacted the County on this issue and was told that the Common Community Ownership Task Force (CCOT) was created to research the ADR. Ralph spoke with a county representative and informed him that GHI needs to be informed of any work done by this task force because homeowner and Community Associations processes are very different from

Cooperative processes. He will be sending information to the Board for feedback as there is a meeting on December 8th of the CCOT, which he will be attending.

Motion: To recess to executive session.

Moved: Hess

Seconded: Marcavitch

Carried: 9-0

The meeting was recessed at 9:40 pm.

Ed James
Secretary