

Minutes
GHI Board of Directors
November 4, 2010

Present: Agans, James, Lewis, Morse, McFadden, Novinski, Wartell

Excused Absence: Boswell

Others in Attendance:

Gretchen Overdurff, General Manager
Joe Perry, Director of Finance
Tom Sporney, Staff Engineer
Dianne Wilkerson, Chair, Audit Committee
Debbie Cooley, Audit Committee
Mike Sanders
John Finneran
Laura Moore
Bobbie Anderson, Greenbelt Patch

Eldon Ralph, Assistant General Manager
Joan Krob, Director of Member Services
Brenda Lewis, Director of Human Resources
Chuck Hess, Audit Committee
Patty Muldowney, Recording Secretary
Jeannette Holman
Johanna and Tom Jones
Arlie and James Dobbin

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

1. Approval of Agenda

Agenda item 6m, Buildings Committee Recommendation on Solar PVES Systems, was removed and will be discussed at the next Board meeting. The order of the agenda items were changed in an effort to make the meeting run more smoothly. The revised agenda was printed on yellow paper and was available at the meeting.

MOTION: TO APPROVE THE AGENDA AS REVISED.

Moved: Agans

Seconded: James

Carried 7

2. Visitors and Members

Members Arlie and James Dobbin and Mr. Mike Sanders introduced themselves and stated that they attended for updates on the work to repair their homes damaged by fire. Mr. Sporney explained what would be occurring next with their individual homes and spoke of his efforts to get the insurance company to replace carpets where necessary. The insurance adjuster had allowed only for cleaning and shampooing of carpets. Sporney said a walkthrough with the City code enforcement personnel would occur Monday to ensure the homes are ready for habitation; it appears members would be allowed back in by Thanksgiving.

Mr. Sanders raised a concern about security while the contractors are working on their homes and explained two incidents whereby his partner, who is unknown to any GHI staff, was able to gain entrance to Mr. Sanders' unit without having to produce identification. Although maintenance employees are very familiar with the members at 61 Ridge, it was agreed that identification should be requested from unfamiliar persons; Assistant Manager Ralph will investigate the situation.

Mr. John Finneran introduced himself and stated that he attended to discuss his shed, agenda item 6d.

Ms. Laura Moore introduced herself and stated that she attended to observe and learn.

Ms. Bobbie Anderson of Greenbelt Patch introduced herself and explained that she was taking notes on the discussion.

3. Approval of Membership Applications

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

- LAUREN R. SILBERMAN AND MATTHEW L. MOFFETT, JOINT TENANTS
- ANDREW J. HOWE AND NICHOLE R. HOWE, TENANTS BY THE ENTIRETY

Moved: James

Seconded: Morse

Carried 6

MOTION: APPROVE FOR THE BANKS TO HAVE THE ORIGINAL MUTUAL OWNERSHIP CONTRACT FOR THEIR RECORDS AT THE TIME THE FOLLOWING MEMBERS REFINANCE:

- MICHEL A. CAVIGELLI AND MARTHA B. TOMECEK, TENANTS BY THE ENTIRETY
- ANGELA HENNESSY, SOLE OWNER

Moved: James

Seconded: Wartell

Carried 6

4. Committee Reports

Committee reporting took place during agenda item 9, Board Members.

5. Consent Agenda

MOTION: ACCEPTANCE OF THE CONSENT AGENDA.

Moved: Lewis

Seconded: Wartell

Carried 6

6a. Contract for 2011-2013 Custodial Services for Administration Building – 2nd Reading

MOTION APPROVED BY CONSENT AGENDA: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A THREE-YEAR CONTRACT WITH ALTRO JANITORIAL & MAINTENANCE SERVICES TO PROVIDE JANITORIAL CLEANING SERVICES FOR THE ADMINISTRATION BUILDING AT A COST NOT TO EXCEED \$19,740 IN THE FIRST YEAR, \$20,727 IN THE SECOND YEAR AND \$21,763 IN THE THIRD YEAR. THESE AMOUNTS INCLUDE AN ALLOWANCE OF 5% TO COVER ANY CONTINGENCIES THAT MAY ARISE.

6b. Nominations for Vacant Board Seat

President Agans announced that Chuck Hess and Laura Moore have offered to serve on the Board, to fill the seat vacated by Director Hickey. Director Lewis stated that both are great candidates and the one who is not seated now should consider running for election in May. A secret ballot was held; Ms. Moore earned more votes in a close election.

Director Moore was seated at the Board table at 7:50 p.m.

6c. Existing Unpermitted Over-height Vinyl Shed, 16S Ridge Road

Officer McMichael notified the Manager's office that he is unable to attend this meeting; this agenda item will be postponed until the next Board meeting.

6d. Existing Un-permitted Over-height Vinyl Sheds, 16R Ridge Road

Mr. Sporney summarized the background on the two vinyl sheds at 16R Ridge Road and that the matter was heard by the Architectural Review Committee (ARC). ARC recommended that an exception not be granted for either the 8' shed at the end of the yard or the 6' shed closer to the house as the committee could find no outstanding circumstances to justify granting an exception. At that meeting, Mr. Finneran tried to convince ARC to consider the material of the smaller shed and later in the meeting agreed to remove the smaller shed but retain his request for exception for the 8' shed.

Mr. Finneran showed pictures of the sheds to the Board and explained that when the old wood shed rotted out, he wanted to replace it with something aesthetically pleasing and maintenance free, which is why he chose resin. Mr. Fitterman then showed photos of other vinyl-clad and resin-clad sheds in the community and suggested that they are a great alternative to wood sheds. He showed additional photos of a wood shed and one made of resin and challenged the Board to differentiate between them. He said that wood sheds do not hold up well and suggested that the Board consider different type materials for sheds in the GHI community. On a question about not obtaining permits prior to placing the sheds, Mr. Finneran said it was an oversight on his part. Director Morse suggested that the Board might need to review the shed policy.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW THE INSTALLATION OF THE 7'w x 7'd x 8'h VINYL SHED AT THE END OF THE GARDENSIDE YARD AT 16S RIDGE ON THE UNDERSTANDING THAT THE SMALLER SHED WILL BE REMOVED.

Moved: Lewis

Seconded: Morse

Carried 6

Opposed 1

6e. 2011 Proposed Operating Budget

Mr. Perry led the discussion on the 2011 operating budget. Items that are new to the budget include the website redesign, grounding repair, vans, rental garage roofs, and roof sections over the maintenance shop. Major changes since the joint session with the Board and Finance Committee include real estate taxes and uninsured losses.

There was a question about an increase in "other income". Mr. Perry explained that this is related to interest income. After doing a detailed analysis with the most conservative figure he could, Mr. Perry found that the interest earned in bonds resulted in an increase of income in this area. He then explained graphs in the budget to the Board.

Director Lewis directed the Board's attention to page 7, "miscellaneous other income". She suggested putting a 10% increase on the rate for work done through Fee for Service, bringing that figure from \$120,000 to \$132,000. There was discussion about whether the rate should be increased, or whether it needed further investigation. Director Lewis explained that this would mean that instead of charging \$45/hour, Fee for Service would charge closer to \$50/hour. Mr. Hess suggested that there should be a change in policy such that Fee for Service operates at a reasonable profit.

Mr. Perry pointed out the \$60,000 of uninsured losses on pages 11 and 12. There was a question about the insurance deductible increasing by \$10,000. Ms. Overdurff explained that GHI's insurance agent, Mr. Polkes, had not received notice of a \$10,000 increase in deductible. Rather, he had negotiated a 5% increase. Mr. Polkes believes that the letter notifying GHI of the increase in deductible may have been

sent through an automated process, and possibly should not have been sent. Ms. Overdurff explained that it is likely that the insurance will go back to a \$5,000 deductible with a 5% increase in policy price. She suggested that it be left as is for now, with a good possibility that it could be taken out during the second reading of the budget. Mr. Hess suggested looking at increasing the deductible to \$10,000 to see the difference in premium that would result. President Agans stated that staff would also have to look at the impact on a member who may experience a loss not covered by their HO6 policy, as the current GHI policy requires members to cover the loss up to the deductible.

Mr. Perry then spoke about page 14, with an expense of \$5,000 for marketing for the community. He explained that Director Wartell presented him with a list of expenses this morning for the Marketing Committee. Director Lewis suggested that it be left in the budget for now, but that it would need to be reviewed. President Agans stated that the list of expenses should have been brought forward earlier, as the committee chairs were asked to provide a budget request for 2011. The Board discussed leaving the \$5,000 figure in the budget, with the possibility that it may be reduced at second reading as not all of it might be spent. Director Morse suggested that a larger figure might actually be needed based on the current market, possibly even up to \$8,000. There was no support from other Directors for increasing the amount budgeted for marketing purposes. Director Lewis stressed the need for a solid plan on how the funds will be spent.

Mr. Perry stated that he and Mr. Ralph reviewed the maintenance payroll items on page 17 and discovered that funds were being allocated twice for maintenance work on behalf of reserves, as reserve labor comes from reserve funds. The correction resulted in a favorable variance. Mr. Perry then shared that comprehensive and collision insurance was eliminated on the older vehicles owned by GHI.

Director Moore asked about state legislation passed in 2010 to cap park and planning property taxes at 10%, resulting in immediate (and retroactive) savings for people on property values. Mr. Perry thanked Director Moore and stated he would look into the legislation and its potential impact on the budget.

There was a question about whether the swale drainage repairs listed on page 18 include storm drain repairs. Mr. Ralph explained that the figure listed was for new drain projects, and that existing storm drain repairs fall under replacement reserves, underground utility.

The Board then moved discussion to staff salary. The Finance Committee recommended that staff salaries not be frozen again this year, as last year there was no step or cost of living increase. The committee fears that without some kind of salary increase, good employees will be lost. The Finance Committee recommended not less than a 2% increase this year; Director Lewis recommended a 3% increase in staff salaries. Ms. Brenda Lewis stated that the cost of health insurance would increase 7% this year, with a 5% increase in dental insurance. President Agans suggested that a 3% increase may be a bit high in this market, and that 2% might be more reasonable. Mr. Hess shared that the difference between a 2% increase and a 3% increase is \$27,477, which comes out to a difference of \$1.43 per member per month. The Board asked about salary increases in the City of Greenbelt. Ms. Brenda Lewis shared that from July 1, 2010 to June 30, 2010, the City did not provide a cost of living adjustment, but did issue salary increases of 1-3% based on performance. The Board discussed the quality of work done by GHI employees, stating that they have gone above and beyond in the past year.

MOTION: MOVE A 3% INCREASE FOR STAFF SALARIES FOR YEAR 2011.

Moved: Lewis

Seconded: James

Carried 6

The Board decided that the Fee for Service structure should be changed, with a 10% increase in rates.

MOTION: THE BOARD OF DIRECTORS ACCEPTS FOR FIRST READING THE 2011 BUDGET IN THE AMOUNT OF \$8,987,911.

Moved: Lewis

Seconded: Morse

Carried 7

Audit Committee member Hess pointed out that the motion passed for first reading of the budget does not include member depreciation.

MOTION: TO RECIND THE PREVIOUS MOTION.

Moved: Lewis

Seconded: Morse

Carried 7

MOTION: MOVE APPROVAL OF THE 2011 BUDGET WITH OPERATING CHARGES OF \$8,987,911 AND MEMBER DEPRECIATION CHARGES OF \$586,285.

Moved: Lewis

Seconded: Morse

Carried 7

The Board skipped to revised agenda item 6h, Home Inspection Policy.

6h. Home Inspection Policy

General Manager Overdurff began discussion by explaining that the 30 units highlighted for home inspections were units in which members did not allow GHI access to complete electrical inspections. These units also had no called-in work order requests since 2006. Other units did not allow GHI to complete the electrical inspections, but did have other work orders completed.

The Board discussed the specific wording of the policy. Director Morse suggested changing the word “will” to “may” so that the policy states “GHI may perform...” He justified this change by stating that the word “will” removes all discretion. The Board discussed that GHI does have the right to enter, whether the policy says, “may perform” or “will perform”. Director Lewis stated that in her opinion, the word “will” must stay because it is GHI’s responsibility to enter and complete an inspection if it is believed hazardous conditions exist or if minimum standards are not being kept. Director Morse then provided an example to support his suggestion, whereupon several directors concurred. Director James suggested that in some cases, the inspection might be more appropriate for the police or fire department to conduct.

Mr. and Mrs. Jones shared the thoughts of another member who felt strongly against the pending inspection policy and warned that some members may view the inspection policy as a bigger deal than the Board does. Director Morse suggested the policy be put before the membership for comment, whereupon President Agans reminded the Board that a policy goes to the membership when there is a major change; this is merely clarification of an existing policy and strengthening of the existing policy. Director McFadden shared that inspections are for the greater good of the cooperative and suggested preparing materials for member education regarding the inspections.

Director Lewis reminded the Board that they are considering this policy because GHI is very liable for the conditions in the homes that staff may not learn about until later, when it becomes out of hand. She stressed that if staff cannot enter a home when they think it may be hazardous, then the Board is not doing its job as the leadership of the cooperative.

Director James clarified that this policy is written to address those homes that may be filled to the brim with belongings so heavy that the main support beam cracks, or those homes that pose a fire hazard, a danger of damage to the building, or a threat to others’ lives. Director Morse suggested that while this is a good and defensible policy, it is possible that passing it without feedback from members could allow misunderstanding to grow. He is willing to put together an article to educate members about the policy and discuss the kinds of problems in mind for this program.

Mr. Jones stated that the biggest change to this policy is the periodic cyclical inspections that have nothing to do with hazardous conditions. He shared that GHI may have many irate members because of the cyclical inspections and recommended an education program at a membership meeting. Mr. Jones then suggested that it might be easier to implement a policy like this during the upcoming upgrade since GHI will be entering every unit at that time. Mrs. Jones warned the Board that this policy could destroy GHI's credibility with certain members, which could be dangerous with the vote for the pilot program just around the corner. She stressed that to become distracted with a policy such as this just before the upgrade is a mistake. However, Mrs. Jones stated that this is a communications issue, and that the argument that GHI is trying to ward off hazardous conditions will hold more water with members than simply stating that GHI has the right to enter all units. The Board thanked Mr. and Mrs. Jones for their input.

On a question from Audit Committee member Hess whether the policy would allow all remaining electrical inspections to be completed, Mr. Ralph responded that inspections policy and the electrical inspections are two different issues.

Director James stated that there will be irate members, and that there is no way around it. He suggested that the phrase "to assure livability of the homes" should be removed. President Agans stated that if this policy were to be passed, education would be needed for members. She acknowledged the concerns about the upcoming vote on the pilot project and suggested that this policy may need to wait until after the New Year. Audit Committee member Wilkerson urged the Board to take action now as damage is being done to other people's homes. She stressed that the Board could not afford to put it off to a later date. Ms. Wilkerson continued by stating that this is a policy that has always existed but has not been enforced; she suggested that members' objections show their lack of understanding of what it means to be a member of a cooperative.

Director Lewis stated that the members who will object to the inspections are the same members who will object to GHI entering their homes for the community upgrade. She suggested that this fight would need to take place at some point. Director James supported Ms. Wilkerson's statement, expressing that the entire Board wants the same thing but needs to decide how to get there.

MOTION: TO TABLE.

Moved: Lewis

Seconded: Morse

Carried 7

Opposed 1

The Board then moved to revised agenda item 6f, Web Design RFP.

6f. Web Design RFP

Mr. Tom Jones and the Web Team drew up a packet for soliciting bids. Jones explained that their hope is to be able to pay a contractor to migrate data as well, but that would have to be determined after the amount to pay the contractor has been decided. The Board asked for an estimate of what the bids might be; Mr. Jones stated that it was hard to guess, but that \$30,000 had been budgeted. The team hopes to accomplish base creation of the site and data migration for under \$30,000.

Director Morse stated that he was impressed by the depth and organization of the report. He asked if language should be included in the RFP stating that the new site should be more navigable (easier to find something). Mr. Jones explained that navigability is a critical goal for the website redesign, but

that it is difficult to quantify a site's navigability. He explained that the team would look at other work that each contractor has completed to determine navigability and consider those when making a decision on which contractor to hire. Director Morse then asked if language should be included in the RFP stating that the redesigned site should have improved search functionality. Mr. Jones explained that the search functionality would be improved in that all content will be searchable. He then gave an example of a decision made to improve the search ability of the member handbook: the handbook will be posted as individual searchable pages rather than as one PDF of the entire handbook. Furthermore, he explained, the team has devised a hierarchy of information for the contractor in order to make the site more searchable. Director Morse suggested that the calendar page of the website have a print option; Mr. Jones stated that a print option should be possible within the content management system.

Director Lewis commended the Web Team for their work and talent, stating that their plan and the RFP are phenomenal. Director James stated that as a retired software engineer, he is impressed by the work done by the Web Team. He agreed with Director Morse, stating that there should be a reformatting for a print view of the calendar page. Mr. Jones explained that the browser page should configure itself for printing with the content management system the team is currently looking at. Director James then shared his appreciation for the fact that individual committees can update their own pages. Mr. Jones explained that committees had requested the ability to update their own pages; he would like to add a step requiring staff approval of changes made by a committee member before the changes are posted.

Director James reminded the Web Team that some members still have dial-up internet service, so download speed is important to keep in mind. He then asked if the site would have a GHI wiki (linkable text within articles). Mr. Jones stated that a wiki could be added as a component. He then shared that some components were considered but decided against because they would require additional staff or Board time to maintain. He offered to provide a list of these optional functionalities once the site is up and running. Director James asked about being compatible with multiple platforms (Microsoft, Apple, and Linux). Mr. Jones explained that Linux users should be covered if the site is also able to support Safari, Firefox, and Internet Explorer. He then added that each additional platform supported would add a few thousand dollars to the bid.

Director James volunteered to use his expertise in the field for output testing. Director Lewis also agreed to help test the site, as she has limited experience with computers.

Director Wartell asked if there was an existing website that closely parallels what the Web Team would like for GHI's website. Mr. Jones explained that the team looked but could not come to consensus on a meaningful site to be replicated.

CONSENSUS: THAT THE WEB TEAM PROPOSAL BE USED TO OBTAIN BIDS FOR THE WEBSITE REDESIGN PROJECT.

MOTION: TO RECESS UNTIL 9:40.

Moved: Novinski

Seconded: Morse

Carried 8

The Board recessed at 9:33 p.m. and resumed the meeting at 9:45 p.m.

6g. Audit Format Changes

Director Lewis explained that the auditor would be instructed to format the audit report according to the format changes guidelines. The supplemental information at the end of the report will be part of the treasurer's report. Finance Committee Member Hess shared that there were some valid points brought forward about nomenclature. For example, "miscellaneous income" and "other income" could be

brought into one line item. Director Lewis welcomed Board input on this item, stating that it was on the agenda for informational purposes.

6i. Pilot Program News Release

Mr. Ralph explained that the news release in front of the Board is a revision that was sent to NAHB Research Center. Director Morse expressed a concern that the release may imply that the grant covers the total cost of the pilot program to the casual reader, rather than simply the cost of measurements. Director Lewis stated that the third paragraph of the revised news release clearly states what is covered by the grant. Director Morse asked about including a statement about construction costs, perhaps in parenthesis by adding: "This does not pay for construction costs or costs for alterations" in hopes of improved clarity for the casual reader. President Agans explained that construction costs do not need to be included in the news release; rather, it is important to make those clarifications in the letter to members.

Mr. Ralph shared that NAHB would like to use portions of this release for their own news. His phone extension will be added to the news release in case anyone reading would like to contact GHI for more information. A copy of the release was given to Ms. Bobbie Anderson for Greenbelt Patch.

6j. Pilot Program Outreach

President Agans shared that attachment #6 would not be read by most members because it is too long. Instead, Ms. Overdurff has prepared a one-page information sheet for members. Ms. Agans suggested posting both the full letter and the letter to pilot members on the website for members to read if they chose to. She stated that the longer letter explains a great deal about the program. Director Morse gave a list of copy edits to Ms. Overdurff.

Mr. Ralph explained that attachment #5 was provided for the Board to review; the Buildings Committee and staff welcome comments and suggestions.

President Agans stated that the news release would be posted on the GHI website tomorrow, and can be posted on Greenbelt Patch as early as tomorrow. She suggested that the date for the town hall meeting could be included in the letter. The town hall meeting was set for Sunday, January 23 at 2:00 p.m. in the Community Center auditorium.

MOTION: TO EXTEND THE MEETING FOR 15 MINUTES.

Moved: Lewis

Seconded: James

Carried 7

Mr. Ralph shared a question from Director Boswell, asking whether the Board is prepared to allow the Buildings Committee to issue releases or communication on the GHI website or in the *Communicator* without Board approval. In that event, he explained, anything posted could be included in the Board packet as items of information. Director Lewis requested that the information also be emailed to Board members. There was no objection from any Board member.

6k. Contract for Repair to Detached Garage Roofs at 35/37 Ridge Road – 1st Reading

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH GREENBELT BUILDERS FOR THE REPAIRS TO GARAGE ROOFS AT 35/37 RIDGE AT ITS BID, \$19,337, PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$22,238.

Moved: Novinski

Seconded: Lewis

Carried 7

6l. Purchase of Used Backhoe for Maintenance Department – 1st Reading

Audit Committee member Hess asked for clarification about the figure in the motion and the potential trade-in value. Clarification was added when the motion was made.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR FIRST READING TO PURCHASE A USED CATERPILLAR OR JOHN DEERE BACKHOE LOADER AT A COST NOT TO EXCEED \$65,000, PLUS TRADE-IN OR EXCLUDING TRADE-IN, BASED ON THE CRITERIA STATED IN THE MANAGER'S MEMORANDUM DATED OCTOBER 28, 2010.

Moved: Lewis

Seconded: Wartell

Carried 7

6m. Buildings Committee Recommendation on Solar Photo-voltaic Electric Systems

This item was removed from the agenda.

7. Items of Information

President Agans noted the tips for an effective community that was included in the Board packet.

The Board reviewed the November GHI calendar. There will be an Investment Committee meeting before the Finance Committee meeting at 6:45 on December 9; the Finance meeting will be held at 7:30. The Yard Line Committee meetings for November were changed to November 9 and 30.

8. President

President Agans requested comments on the proposed committee restructuring for the next Board meeting. She shared that Ms. Anna Socrates wrote a great article for *The Communicator* and acknowledged positive feedback she had received about the article from a member.

9. Board Members

President Agans allowed Directors to add an update about the committee(s) to which they are liaison during this time.

Director Wartell shared that he is considering forming a club for court liaisons, but that the idea can be revisited at the Board retreat.

Director James welcomed Director Moore to the Board. He stated that the Woodlands Committee would do a pocket park patrol starting at the west end of Ridge Road on November 13. He also shared that the City of Greenbelt will do a new resident packet stuffing party on November 9; the GHI brochure should be included in those packets.

Director Lewis shared that the Communications Committee faces a challenge in getting information to members in a timely manner using the *Communicator*. Because it comes out once every two months, November 15 is the deadline for an issue that will be distributed at the end of December. Director Lewis suggested having a GHI page in the *Greenbelt News Review* instead of publishing the *Communicator*. Director Lewis summarized how utilizing the News Review as a vehicle of information to members would be timelier and less costly. She shared a mock page (created by Mr. Tom Jones) of what the page might look like. The Board expressed support for this idea, as timeliness is a huge advantage. The Board also discussed the marketing advantage of this strategy, as more than just GHI members read the *Greenbelt News Review*. Director Lewis stated that the inserts distributed

with the *Communicator* would still need to be printed and distributed separately. She explained that she has not yet run the idea by the Communications Committee, but she feels strongly that this could be a big part of the community education about the upgrade.

Director Lewis then shared that she and Ms. Overdurff will attend a webinar hosted by the Governor's grant office; she will share information from the webinar with the Board. She also shared highlights from her experience speaking to NCB employees as part of Coop Month. Director Lewis's talk was set up as a webinar so that NCB employees in other states could listen and take part. She shared that there was tremendous interest in GHI, and there may be some new members as a result.

Director Novinski shared that she was present for the meeting between GHI and WSSC. She shared that she was very impressed with Ms. Overdurff and Mr. Ralph, and in her opinion, Mr. Peter Joseph was more knowledgeable than any of the WSSC employees present. Director Novinski then shared that she continues to hear positive comments about the roofing crews. Finally, Director Novinski shared that leaf bags will be distributed every Saturday in November from 9-1 at the Parkway garages.

Director McFadden announced that the Companion Animal Committee did not meet last month, but will meet on the last Wednesday of the month. She then shared that she was able to hear Director Lewis's lecture at NCB, as she works there. Director McFadden shared that Director Lewis spoke for an hour about GHI and conveyed her enthusiasm about the cooperative very well. She shared that there were questions about animals, and she was proud to say that GHI has a Companion Animal Committee. Finally, Ms. McFadden shared that she is thrilled that she will soon have neighbors at last at 71F Ridge Road.

Director Morse shared that there was nothing new to report from the Communications Committee.

Director Wartell announced that he has made contact with the person at the University of Maryland who works with relocation.

Director Moore expressed that she is happy to be serving on the Board of Directors.

Audit Committee member Hess reminded the Board that when GHI originally instituted electrical and plumbing inspections, the discussion became very controversial. One Board member actually resigned over the issue. He continued by saying that the membership did not veto the Board's actions. While there were some members who objected, the majority of the members were supportive of the inspections. Mr. Hess stated that he believes the membership as a whole will be supportive this time around, though there may still be problems. Mr. Hess then shifted his comments to the budget. He stated that if revenue can be increased by \$4,472, the average increase would be under 6%.

Audit Committee member Cooley shared that the Companion Animal Committee meeting will actually be held on November 17; the agenda has been emailed.

Mr. Ralph announced that the Buildings Committee meeting has been moved to November 23.

Mr. Jones shared that his health is now better and he will be searching for full-time employment. With that in mind, his availability for the website redesign will decrease.

Mr. Ralph shared that the Buildings Committee held a meeting with the members participating in the pilot program on October 24. Two representatives from NAHB attended the meeting and gave a thorough overview of exactly what would occur during the walkthroughs of members' homes, as well as during the monitoring phase of the project. He then shared that walkthroughs have now begun with

anticipation they will be completed by November 19. Furthermore, there is a possibility that GHI might get some press coverage for the project through NREL, a national research organization.

10. Manager

General Manager Overdurff shared that the vacant position in the Maintenance Department has been filled. They have found someone who can work with Mr. Ralph's team; he will take the position previously held by Mr. Bryan Crick, with slightly altered responsibilities.

MOTION: TO ADJOURN.

Moved: Wartell

Seconded: McFadden

Carried 7

The meeting adjourned at 10:31 p.m.

Ed James
Secretary