

Minutes
GHI Board of Directors
December 1, 2005

Present: Abell, Alexanderwicz, Alpers, Eichhorst, Hudson, Lauber, Lewis

Excused Absence: Hess, Moore

Others in Attendance: Gretchen Overdurff, General Manager
Stephen Ruckman, Director of Finance
Eldon Ralph, Director of Physical Services
Joan Krob, Director of Member Services
Tom Sporney, Staff Engineer
Diane Wilkerson, Chair, Audit Committee
Mary Crellin, Audit Committee
Diana McFadden, Audit Committee
Genevieve Courbois, Recording Secretary
Brett Fishburne
David Morse
Lora Katz
Elizabeth Shepard
Patricia Novinski
Richard Menis

President Eichhorst called the meeting to order at 7:30 p.m. She stated that there was no need for Executive Session as it was held prior to the meeting.

1. Approval of Agenda

MOTION: MOVE APPROVAL OF THE AGENDA.

Moved: Lewis

Seconded: Lauber

Carried

2. Visitors and Members

There were no visitors or members who wished to address the Board at this time.

3. Discussion of Minutes

MOTION: MOVE APPROVAL OF THE MINUTES OF NOVEMBER 17, 2005.

Moved: Hudson

Seconded: Abell

Carried

4. Approval of Addendum for Trust Ownership and Trustee's Affidavit

Member Doris L. Wells, requests the approval of her Addendum for Trust Ownership and Trustee's Affidavit. Member Wells will serve as trustee and beneficiary under a trust agreement dated November 14, 2005. The updated Mutual Ownership Contract will be presented for approval under new memberships.

MOTION: THE BOARD OF DIRECTORS APPROVES THE ADDENDUM FOR TRUST OWNERSHIP AND TRUSTEE'S AFFIDAVIT OF DORIS L. WELLS, 1 B WESTWAY, THEREBY ALLOWING HER TO PLACE HER MEMBERSHIP AND EQUITY INTEREST INTO A LIVING TRUST DATED NOVEMBER 14, 2005.

Moved: Abell

Seconded: Lauber

Carried

5. Approval of Membership Applications

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

- **BRIAN C. NUTTER AND REBEKAH D. NUTTER**
- **JAMES R. CLOWES**
- **WAYMOND S. JOYNES AND HELEN K. JOYNES**
- **SHANNON L. KONDRAD**
- **HAROLD C. STOCKING AND REBECCA L. OXFORD PLACE**
- **ETHEL M. DUTKY**

Moved: Lauber

Seconded: Lewis

Carried

MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGES:

- **DORIS WELLS, SOLE OWNER, TO DORIS WELLS, TRUSTEE UNDER TRUST DATED NOVEMBER 14, 2005**
- **SUSAN WEISEL AND LAWRENCE E. WEISEL, JOINT TENANTS TO LAWRENCE E. WEISEL AND BERNADEANNE F. WEISEL, TENANTS BY THE ENTIRETY**
- **ANNETTE M. POWELL, SOLE OWNER, TO ANNETTE POWELL, JUDY POWELL AND WILLIAM POWELL, JOINT TENANTS**

Moved: Lauber

Seconded: Alexanderwicz

Carried

6. Committee Reports

Minutes

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A committee report from the Marketing Committee appears as Item 7a.

7a. Multiple Memberships – Marketing Committee Recommendations

The topic of multiple memberships has been on the Board's task list since January 2004. A legal opinion was sought from Yvette Bryant; she opined that she did not find it to be in conflict with GHI's bylaws, but recommended a bylaw change should the Board decide that a single member can only be listed on one mutual ownership contract at one time. At the request of the Board, the Marketing Committee studied this issue and in a report dated November 16, 2005 recommended no changes be made to the present policy on multiple memberships.

General Manager Overdurff said that the idea of allowing multiple memberships originated during a time when it was difficult to find new members. She also said that GHI now has some very good members who would be unable to live in GHI without financial support from others. As far as allowing only individuals who actually live in GHI to be listed on multiple memberships, Overdurff stated that such a policy would be discriminatory; either GHI should allow multiple memberships or it should not. She explained that leaving the policy as is may be beneficial in the future if a difficulty arises in attracting well-qualified new members based on fluctuations in the real estate market.

CONSENSUS: TO NOT CHANGE THE CURRENT POLICY ON MULTIPLE MEMBERSHIPS.

7b. Rules Change - Reconsideration of CLEAR Revision of §VII. Fences & §VIII. Privacy Screens

At the Board meeting of September 22nd, the A&E Committee presented its CLEAR proposal for changes to fences & privacy screen rules. The Board responded with several insightful comments, and referred these issues back to the Committee. As a result, the Committee has eliminated the language that did not permit members to seek exceptions. At the same time, the Committee worked on revising the section in the Member Handbook regarding the exceptions process, not just for fences and privacy screens, but also for additions and sheds.

The Committee believes that the issues of fencing in smaller portions of yards and permitting serviceside fences can and should be addressed through the exceptions process. Given the Companion Animal Committee's strong opposition to dog runs, the Committee believes that dog runs and kennels should be required to go through the exceptions process.

The A&E Committee feels strongly that limiting the style of fences and privacy screens is important aesthetically to the community. Ideally, the Committee would like to see the same fence style used throughout a court to present a more unified appearance; however, practically, the Committee feels that this is too restrictive on member's rights. The Committee has selected three styles that are compatible and yet visually distinctive from each other.

The Committee also felt strongly about retaining the existing limit in the length of privacy screens at 8'-0" and would strongly prefer that members consider landscaping as a means of providing visual and acoustic privacy in their garden side yards.

The Board reviewed the revised proposal for changes to the Member Handbook regarding fences and privacy screens.

Treasurer Lewis noted that some of the recommendations suggested by the Board (which were summarized in a memorandum by Director Alpers) were incorporated into the revised document, yet others were not. A&E Committee Chair Elizabeth Shepard responded that the Committee felt that some of the recommendations, e.g., a third fence style and increasing the length of a privacy screen beyond 8', should be addressed through the exceptions process. Treasurer Lewis voiced her concern about the proposed rule that "no interior fences shall be permitted" and stated that she would not be able to support the document given this restriction. In addition, she feels strongly that members wishing to fence their yards should not be required to adhere to yard perimeters. She expressed her support of prohibiting serviceside fences (with the exception of one-bedroom frame units) as this is where services are provided and any animals contained in a serviceside area may escape if a service provider opens the gate.

Member David Morse, voiced his concerns about the proposed ban on serviceside fences and urged that feedback be obtained from members, and emphasized the need to determine the effects such a prohibition would have on members. He also has observed an eroding of the distinction between gardenside and serviceside fences and stressed that rules should have the consensus of members.

Director Hudson asked if the Board has considered how the community will receive a ban on serviceside fences. He also emphasized that the Board is empowered to make decisions for the benefit of the community as a whole; if the Board only applied or made changes to rules with a consensus from the membership, a Board would not be needed.

Member Dianne Wilkerson stated her opinion that the 8-foot maximum length for a privacy screen is quite short, and she finds it ironic that an addition may be two stories high with a depth of 20 feet. Wilkerson suggested looking at recent statistics regarding the fencing of serviceside yards and the installation of privacy screens. Staff Engineer Sporney noted that more serviceside yard fencing has been taken down than put up.

Director Alexanderwicz stated that in trying to reduce exception requests, the Committee's revised language might actually encourage exception requests as a result of some of the limitations suggested. She noted that a number of members have approached the Board with solid reasons for justifying fencing a portion of their yard (rather than following the perimeter) or installing a serviceside fence. She feels that her yard is well defined as "her area" as a result of the way she designed it and that fences are important to members for a number of reasons. She concurred with Morse's suggestion to determine why members value gardenside fences. She stated that the A&E Committee's perspective might not be representative of the entire cooperative and that is an important fact to consider.

Shepard believes that members install fences to delineate their "turf" and that in a cooperative atmosphere such as GHI, this is antithetical. She stated that most neighbor interaction takes place on the serviceside; therefore, a fence can impede this interaction. Morse countered that he is not convinced that greater interaction can be achieved by prohibiting serviceside fences; he said that prohibiting serviceside fences says to members that the values, which they personally ascribe to serviceside fences, are antithetical to the spirit of the cooperative. Shepard stated that GHI property belongs to all members and preserving the serviceside area is paramount. She said that landscaping would certainly be allowed to enable members to delineate their yard; Morse responded that this allowance would seem to pose the same fundamental objections as fences and therefore weakens the argument against prohibiting serviceside fences.

Director Alpers outlined the proposed exception policy, the conditions under which a member could request an exception, and the grounds for granting an exception. She feels that with such a checklist, addressing exceptions may be done more efficiently. Treasurer Lewis agreed that the checklist is important to encourage Board consistency, however, she acknowledged that the Board has to be very careful in what rules it sets. Treasurer Lewis stated that members should not have to follow yard perimeters when fencing their yards as this could be prohibitively expensive, but rather they should be allowed to fence in a smaller portion of their yard. She noted, however, that according to the exception checklist, a member would not be able to ask for an exception in this case. Shepard stated that the Committee discussed the idea of including financial circumstances as a reason to seek an exception but felt it would not limit exceptions and would encourage sub-standard projects.

Member Brett Fishburne, said that temporary structures should be a reason for an exception and feels that compiling a conclusive list for exceptions is impossible. He stated that under these exception rules, members could not come to the Board if their situation was not on the checklist and feels this would be constraining to members. He questioned if the exceptions checklist was for the benefit of the members or to minimize work of the Board. He also suggested that the Companion Animal Committee rather than the A&E Committee might consider exceptions for animal fencing. Shepard explained that Companion Animal Committee Chair White was opposed to kennels and dog runs and, as a result, the A&E Committee questioned her ability to be objective in this context.

Secretary Lauber commented that several previous Boards were very anxious to get rid of fences to the point where a policy was created stating that GHI would take down members' fences at their request provided that the member did not erect a new fence for three years. She said that she likes the openness and the feeling of community, which exists in areas without fences and added that she does not find courts with extensive fencing aesthetically pleasing. Director Abell stated that she is opposed to serviceside fences and believes the community would be better served without them, however, she noted that not allowing serviceside fences would be a major change for the membership.

Board members suggested publicizing this issue for comment and having an open meeting for member input. Directors Abell, Hudson and Lewis recommended against sending the document back to the A&E Committee for more revisions. Director Hudson expressed his appreciation for the time spent by the A&E Committee on this endeavor and acknowledged that they have the technical knowledge needed to address this issue.

Member Fishburne emphasized that the Board needs to determine exactly what problem is to be alleviated by the policy and then devise an appropriate strategy. General Manager Overdurff echoed this sentiment and encouraged the Board to take a step back. She stated the importance of identifying existing problems, envisioning the community's look in the future, and determining the values of those things that are important to the cooperative. She said that the Board should think about the "idea of taking away individual expression within the rules of the cooperative."

President Eichhorst summarized that Board members may not be able to live with certain guidelines in the document as proposed. She voiced her concerns in attempting to capture member input and translate it within this context especially given the amount of technical verbiage. She acknowledged that there are many things the Board must do without having input from members. She emphasized that Board members need to think about what revisions are needed as well as the issues of both sustainability and what makes a vibrant community. She stated that the rules as proposed would change the "culture of allowances that members currently have."

CONSENSUS: TO TABLE THIS DISCUSSION AND HAVE A WORK SESSION AND COMMUNITY WALK-THROUGH WITH THE A&E COMMITTEE.

7c. Rules Change - CLEAR revision of §XX. Exceptions to Regulations

During the process of the CLEAR Project, the A&E Committee examined the policy for requesting Exceptions to Regulations. The Committee felt that by requiring a little more from members, the quality of exception requests would increase as members

would be required to put more thought and effort into filing for a request. The Committee also hoped that the overall number of requests would decrease, as the added effort for filing a request for an exception would discourage less serious requests, including those filed in response to Staff's request that a member resolve a situation that goes against policies in the Member Handbook.

The Committee has noticed that a great deal of time from staff, committees, and the Board of Directors goes into preparing, hearing, and voting on exception requests, and the Committee feels that it would not be untoward to require the member seeking exceptions also be required to put in a proportional amount of work. To this end, the Committee is proposing adding language to the Member Handbook that requires members to choose from a list of reasons for exception requests, and then prepare their request to support the reason, including accurate drawings and information.

This was discussed under Item 7b.

7d. Rules change - Electrical Load Calculations for Substantial Modifications §X.D.7

At the A&E Committee meeting of November 16th, staff presented its suggestion for a rules change to formalize a process that has been required informally for several years. The A&E Committee recommended 5-0-1 that the Board of Directors approve the rule change:

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to end of 2nd paragraph

§X.D.7 Electrical

... For significant changes impacting a home's electric requirements (e.g. substantial addition of area, HVAC, appliances with electric resistance heating), electrical calculations justifying the proposed configuration load to the electric service (compliant with industry standards such as NEC article 220) are required, signed by a licensed Master Electrician, including license number and date.

Staff Engineer Sporney stated that this rule change is an effort to formalize a requirement that staff has placed on permit requests. He explained that the service provided is 125 amps and a lot of load is placed on the system when additions are added. GHI needs to ensure that the system is not being overloaded and that the member has the service to match the load. Calculations taken by a licensed Master Electrician, according to Sporney, are vital to determining if a heavy-up is required by the member (which is the member's responsibility.)

Director Hudson inquired about the cost of a Master Electrician. Sporney was unsure if members had been charged in the past, as this is a code requirement. Member

Shepard said that she understood a Master Electrician would perform this service free of charge with the promise of doing heavy-up work as needed.

Member Brett Fishburne, said that this is a basic safety issue and a small cost relative to the cost of an addition. Member Diana McFadden who is in the process of building an addition, supported this requirement.

MOTION: THE BOARD OF DIRECTORS DOES APPROVE THE CITED CHANGE TO GHI RULES IN §X.D.7 TO REQUIRE SUBMITTAL OF ELECTRICAL LOAD CALCULATIONS WITH PERMITS INVOLVING SUBSTANTIAL ELECTRICAL MODIFICATIONS.

Moved: Lewis

Seconded: Hudson

Carried

7e. Proposal to Purchase Computer Software – 2nd Reading and Final Passage

MOTION: THE BOARD OF DIRECTORS AUTHORIZES, FOR SECOND READING AND FINAL PASSAGE, THE SOFTWARE AND HARDWARE ACQUISITION OF JENARK PROPERTY MANAGEMENT AND MICROMAIN MAINTENANCE MANAGEMENT SYSTEMS, OUTLINED ON ATTACHMENT LABELED “COMPUTER SYSTEM 2005” (INCLUDED AS PART OF THIS MOTION) WITH A 10% CONTINGENCY FOR UNKNOWN BUT RELATED ITEMS FOR IMPLEMENTATION OF THE SOFTWARE SYSTEMS, FOR AN AMOUNT NOT TO EXCEED \$99,231.

Moved: Alpers

Seconded: Lewis

Carried

8. Items of Information

President Eichhorst noted that member feedback has been received regarding additions; the email from member Sharon Lefkowitz is included in the Board packet. She reminded everyone about the GHI holiday party on Friday, December 16th at the New Deal Café.

9. President

President Eichhorst expressed her appreciation for the gutter cleaners who have done an excellent job.

10. Board Members

Treasurer Lewis thanked the Marketing Committee for organizing the new member socials and encouraged everyone to attend.

Director Alpers noted that A&E will be meeting on December 14th, not the 28th.

11. General Manager

General Manager Overdurff notified the Board of the retiring of Sue Thompson whose position in the warehouse has been filled by Melvin Williams, and the resignation of Mary Laws whose position has been filled by GHI Member Sandy Chow.

Director of Finance Ruckman stated that GHI still has leaf bags, which are available to members (10 free bags per unit.) They are available in the warehouse from 7:30 am – 5:30 pm. Members can also pick up bags for their neighbors.

MOTION: TO ADJOURN.

Moved: Abell

Seconded: Lauber

Carried

The meeting adjourned at 8:52 p.m.

Dorothy Lauber
Secretary