

**Minutes
Board of Directors
GHI Regular Open Session
February 7, 2019**

Board Members Present: Brodd, Hess, Holland, James, Jones, Skolnik, Seely and Watkins

Excused Absences:

One Position is Vacant

Others in Attendance:

Eldon Ralph, General Manager	Kris White
Tom Sporney, Assistant General Manager	Debbie McKinley
Joe Wiehagen, Director of Homes Improvement Program	Sue Ready
Stuart Caplan, Director of Technical Services	Jen and Chris Ruffner
Molly Lester, Audit Committee Member	Aileen Kroll
Henry Haslinger, Audit Committee Member	Sabrina Baron
Anna Socrates	J. Davis, City of Greenbelt, Mayor Pro Tem
Chris Shuman	Rodney Roberts
Helen von Gohren	Beverly Dziduch
Beth Olsen	Tom Taylor
Jean Newcomb	Ben Fischler
	Monica Johnson, Recording Secretary

President Skolnik called the meeting to order at 7:45 p.m.

1. Approval of Agenda

Item 6i: adding the word “Overlay” after “Conservation”, to read “Finalize Neighborhood Conservation Overlay Zone Proposal”, Adding Item 6p: Proposed Purchase of a Vehicle for the Maintenance Department – 2nd Reading, Adding Item 6q: Set Date for Work Session with Communications Committee re: Comprehensive Communication Plan, Change Item 6g: “Rd” to “Road”.

Motion: To approve the agenda as revised.

Moved: Hess

Seconded: James

Carried: 8-0

2. Announcement of Executive Session Meeting Held on February 7, 2019

GHI’s Board of Directors held an Executive Session meeting on February 7, 2019, in the Board Room of the Administration Building. Board members Brodd, Hess, Holland, James, Jones, Skolnik, Seely and Audit Committee members Haslinger and Lester attended the meeting.

The following motion to call this meeting was made during a prior open meeting on the same date and approved by Board members Brodd, Hess, Holland, James, Jones, Skolnik, Seely.

Motion: I move that the Board of Directors adjourn this open meeting for the purpose of conducting a closed meeting to discuss the following matters:

- a) Approve agenda
- b) Approved Consent agenda: 2019 Contract for Frame Crawlspace Electrical Improvements - 2nd reading and 2019-20 Tub Re-glazing Contract – 2nd reading

Motion: I move that the GHI Board of Directors authorize the Manager, for second and final reading, to enter into a contract with Donald Steinman Electric for the installation of LED lighting, wiring and receptacles in 185 frame crawlspaces at its bid of \$209,225, plus 10% for contingencies for a total not to exceed \$230,148.

Motion: I move that the Board of Directors authorize the Manager, for second and final reading, to enter into a contract with Porcelain Tub Restoration for re-glazing tubs at \$230 per tub, stripping tubs at \$65 per tub, removing tub drains at \$50/tub drain, with a 4% escalation in these prices for the 2nd contract year.

- c) Approved minutes of the Executive Session January 3, 2019.
- d) Member financial matter
- e) Member Complaint hearing

The meeting commenced at 7:00 pm, and adjourned at 7:17 pm.

Authority for the above closed meetings was derived from Subtitle 6b of the Maryland Cooperative Housing Corporation Act, § 5-6B-19 “Meetings of cooperative housing corporation open to members of corporation or their agents.” Paragraph (e) (1)

3. Visitors and Members (Comment Period)

Helen Von Gohren asked for information on sub-leasing.

Chris Shuman acknowledged the diligent work of GHI’s newest employee William Carrasquillo, and also John McBride’s follow-up on the snowplow crew.

4. Approval of Membership Applications

Motion: I move that the Board of Directors approve the following persons into the cooperative and membership be afforded them at the time of settlement:

- Heather J. Mortimer, Sole Owner;
- Karen D. Oslund, Sole Owner;
- Daniel S. Hopkins, Lyla J. Lawless, Tenants by the Entirety.

Moved: James

Seconded: Hess

Carried: 8-0

5. Committee and Homes Improvement Program Reports

Homes Improvement Program – Wiehagen reported on the finishing of the 2018 cohort:

- d. Members of the Nominations and Elections Committee or the Audit Committee will collect and count the ballots, and advise the Board President of the result. If one candidate has received a majority of the votes (5 or more), the Board President will publicly announce the name of the winner, and the selection process will be complete.
- e. If no candidate has received a majority of the votes, Board members will vote a second round. This process will continue until one candidate receives a majority of votes.
- f. Ballots are secret, and specific votes of Board members will not be divulged.
- g. The candidate who is selected to serve on the Board will be officially seated at the next regular Board on February 21, 2019. This Board member will serve until the next Annual Membership Meeting, which takes place on May 9, 2019.

The Board cast their votes and submitted the ballots to Audit Committee members Molly Lester and Henry Haslinger for a count. Skolnik announced and welcomed Anna Socrates to the Board of Directors.

6d. Review Draft Minutes of the Special Membership Meeting Held on August 6, 2018

A special membership meeting was held on August 6, 2018 to obtain membership approval to encapsulate buried pipes with asbestos materials and “tar paper” asbestos materials on the ground of crawlspaces in frame buildings, with impervious vapor barrier materials during the Homes Improvement Program. The draft minutes of that meeting are in Attachment #4.

Motion: I move that the Board of Directors accept the draft minutes of the special membership meeting that was held on August 6, 2018 as presented and direct that the minutes be included on the agenda for the 2019 annual membership meeting for review and approval by the membership.

Moved: James

Seconded: Hess

Carried: 8-0

6e. Storm Water Management Task Force's Proposition re: GHI's Participation in a Pilot Study for Mapping Non-tidal Flood Risks

Mr. Jim Cohen, Chair of the Storm Water Management Task Force (SWMTF), will attend the Board meeting on February 7th to discuss a University of Maryland funded project for mapping non-tidal flood risks; whereby GHI could function as a pilot study to test-proof the concept for the mapping approach and develop the strategies to scale up non-tidal flood risk mapping to all of Maryland. The SWMTF would use the pilot study mapping as a decision-making tool to prioritize storm water issues in GHI based on greatest-to-least impact on the overall GHI storm water runoff reduction. Further details on the SWMTF's proposal are outlined in Attachment #5.

Motion: I move that the Board of Directors accept the Storm Water Management Task Force's proposition that GHI participate in a University of Maryland funded project as a pilot study to test-proof the concept for mapping non-tidal flood risks, and direct the task force to prepare a proposal for the Board's review, regarding GHI's participation in the project.

Moved: Hess

Seconded: James

Carried: 8-0

6f. Disposition of 35" DBH Maple Tree and Exception Request to Install 5" Horizontal Lap Siding on a New Gardenside Addition at 5-D Eastway

A. Disposition of 35" DBH Maple Tree

Jennifer and Christian Ruffner, the members at 5-D Eastway, submitted a permit request (Attachment #6a.) to Technical Services staff on Oct. 29, 2018 for the construction of a new 2-story gardenside addition to replace an existing 1-story addition that will be demolished.

Due to the proximity of a 35" diameter at breast height (DBH) Maple Tree at the corner of the proposed new addition, Technical Services staff sought an opinion from an arborist to determine the impact of the addition on the tree. Attachment #6b. consists of the arborist's report, a plan view drawing of the new addition showing its proximity to the tree and photographs of the tree. The Arborist's report stated the following:

- The new addition would not impact the tree's health.
- The tree is in declining health due to the detection of hollow areas inside the trunk; the stem union holds water that is seeping into the trunk; and the roots are girdling at its base.
- The tree should be taken down before the new addition is constructed to avoid possible failure of the tree or a more difficult removal in the future.

GHI rules state:

§V.E.5. Trees. Removal or Alteration. Any tree may be removed or substantially altered by GHI if it is sufficiently diseased or damaged to warrant the work...

§V.E.5.b.2 Any tree in a member's yard eight (8) feet or taller may be removed at the member's expense with the approval of the Board of Directors. Trees over eight (8) feet tall will not be removed solely for the convenience of the member or GHI. Permission to remove the tree may be conditional upon planting, at the member's expense, one tree of specified size and type in any locations so directed.

During the Architectural Review Committee (ARC) meeting on January 9, 2019, the ARC did not make a recommendation about the disposition of the tree, because it was not determined how long the tree would live. Staff's experience is that construction within the dripline of a tree would be detrimental to the tree, and eventually cause its demise.

Motion: I move that the Board of Directors direct that the 35" DBH maple tree at 5-D Eastway be removed, with GHI responsible for the cost of removal, and replanting a replacement tree.

Moved: Holland

Seconded: James

Carried: 7-1

Opposed: Seely

B. Exception Request to Install 5" Horizontal Lap Siding on the New Gardenside Addition

The original block unit is clad in 5" dutch lap horizontal siding. GHI rules state:

§X.D.12. Construction Specifications, Exterior Walls. Specifies... Additions to brick homes must use horizontal lap siding with 4" or 8" exposure.

The members' letter requesting an exception to utilize 5" dutch lap siding is in Attachment #6c. During the ARC meeting on January 9, 2019, the committee discussed the following:

- The member's original block unit is clad in 5" dutch lap siding; not the typical clapboard style. The siding is in very good condition, and the member does not want to replace it.
- The ARC agreed that aesthetically, the exterior finish on the new addition should match the style and exposure of the existing siding.
- The member agreed to align the coursing with that of the existing siding, and to use a similar matching color.
- The ARC selected the color natural clay.

The ARC recommended 5-0-0 that the Board of Directors allows an exception to enable the installation of 5" dutch lap horizontal vinyl siding on the new 2 story addition. The reason supporting this motion was that the exterior finish for the new addition will match the style and color of the siding on the main unit.

Motion: I move that the Board of Directors grant an exception to §X.D.12. Construction Specifications, Exterior Walls. in the GHI Member Handbook; thereby allowing the members at 5-D Eastway to install 5" dutch lap vinyl siding on a new 2-story gardenside addition; provided the coursing aligns with the existing siding and the color is natural clay.

Moved: Hess

Seconded: James

Carried: 8-0

6g. Request to Install a Full-View Glass Entry Door on the Serviceside at 14-K Hillside Road

Ms. Kris White, would like to install a full-view glass door on the serviceside of her unit at 14-K Hillside Road., through the Homes Improvement Program (HIP), which does not currently offer this as an option.

During the Architectural Review Committee (ARC) meeting on January 9, 2019, the committee discussed the following:

- The HIP has never offered the option of a full-view glass entry door.
- The Member Handbook allows a full-view glass entry door on the serviceside.
- The ARC is concerned that if allowed as an HIP option in lieu of an exception, there may be a backlash from members who did not have this option in the past.

ARC recommended 5-0-0 that the Board of Directors allow the installation of a full-view glass door at the serviceside entrance to the unit. The reasons supporting this motion were that it is permitted in the GHI Member Handbook, and the door would not be in a very visible location.

Motion: I move that the Board of Directors allow the member to install a full-view glass entry door on the serviceside of the unit at 14-K Hillside Road during the 2019 phase of the Homes Improvement Program.

Moved: Brodd

Seconded: James

Carried: 6-2

Opposed: Hess, Jones

6h. ARC Recommendation re: Replacement of Shingle-Roofs on 2-story Additions to Coincide with Replacement of Roofs for Frame Units

As a continuation of GHI's on-going roof maintenance program, staff reviewed the actual age of roofs, surveyed existing conditions, and selected eleven (11) frame buildings with fifty eight (58) units, for roof replacements in 2019. Of the 58 units, six (6) have two-story additions that are enrolled on the addition maintenance program (AMP). The roofs on the 6 additions are in good condition.

In four (4) cases, at the points of intersection between the new roofs on the main units and the addition roofs, valleys would be constructed so that the two roof surfaces could drain water towards the valley area, where it is then channeled towards the exterior edge of the roof. Construction of a roof valley would necessitate the removal of about two full shingle layers on the addition roof and replacement with new shingles. Attachment #7 provides information about closed and open valleys for roof systems. In two (2) cases, the gardenside plane of the gable roof of the main unit is continuous with the addition roof, and the serviceside is offset; tooting-in new architectural shingles to existing three tab shingles is not good practice, because of the difference in profile, thickness, and length of the full shingle.

During the Architectural Review Committee (ARC meeting) on January 9, 2019, the committee discussed the following:

- The AMP policy is to replace roofs only when their condition warrants replacement.
- New roof shingles on the main units will be CertainTeed Landmark Architectural Series type. This is a thicker, textured shingle with an extended warranty. The color selected will be Pewterwood, a darker color that will withstand future algae discoloration.
- Shingles on the 2-story AMP roofs are a standard 3-tab shingle. The color is a lighter white (close to a Silver Birch/Cobblestone color), which was the color standard when they were constructed.
- Open valley vs. closed (woven) valley installation - staff recommends closed valley installation because open valley is more susceptible to leaking. Closed valley installation could potentially present a problem during the installation of either roof, if done separately. It will definitely consume more time.
- The ARC can see great aesthetic value in replacing the 2 story AMP addition roofs at the same time as the main roofs.
- There are practical concerns if the roofs are not replaced at the same time. To assure watertight installation, more care would need to be taken where the dissimilar roofing materials meet. This, more than likely, would result in higher labor/material cost. There was also the concern that the roofs would be under different warranties.

By a vote of (5-0-0), the ARC recommended that the Board of Directors strongly consider replacing the roofs of 2-story AMP additions to frame homes at the same time as the main roofs are being replaced. The reasons for this motion were as follows:

- To enhance the aesthetic appearance of the roofs.
- Practical (assumed) savings of doing main and addition roofs together.
- Better continuity of roofing, so potentially more water-tightness.

Staff compiled the following data for the addition roofs that are affected:

Address	Location	Roof Type	Year Built	Last Replaced	Condition *	Size	Est. Replacement Cost
HI 14X	G/S	gable	2006	---	2	17x17	\$1,980
HI 14Z3	G/S	gable	1985	???	1	16x17	\$1,860
LA 14A	End	gable	2003	---	2	12x21	\$1,730
LA 14M	G/S	gable	1992	---	2	10x23	\$1,580
LA 14N	G/S	gable	???	???	3	10x23	\$1,580
RI 44G	End	gable	2011	---	1	8x16	\$ 900

Total cost \$9,630

* Condition is assessed on a scale of 1 to 5 with 5 being the worst

Motion: I move that the Board of Directors approve the full replacement of three-tab shingle roofs on 2-story additions that are enrolled in the addition maintenance program, at the same time as the roofs on the frame units are replaced whenever some of the three-tab shingle layers on the addition roofs must be replaced to facilitate tie-ins with the new roofs on the main units.

Moved: Seely

Seconded: James

Carried: 8-0

6i. Finalize Neighborhood Conservation Overlay Zone Proposal

P.G. County's Planning Department is conducting a comprehensive re-write of the Zoning Ordinance and Subdivision Regulations. The goal is to transform the current zoning code into a more user-friendly zoning ordinance for the county. A Neighborhood Conservation Overlay Zone (NCOZ) has been proposed for Old Greenbelt, which would conserve GHI's architectural character and open spaces regardless of what underlying zone is ultimately applied by the County.

GHI's Zoning Task Force initially drafted a NCOZ proposal which the Board reviewed on November 15, 2018 and directed that it be forwarded to the membership for comments. The Board held a work session with the Zoning Task Force on January 31, 2019, for the purpose of revising the NCOZ proposal, while considering the members' comments that were received. The revised NCOZ proposal arising from that work session will be provided to the Board next week, prior to the Board meeting.

Note: Director Watkins left the meeting.

Motion: I move that the Board of Directors approve the Neighborhood Conservation Overlay Zone proposal as revised on February 7, 2019 and direct the Manager to submit the proposal to the City of Greenbelt and its Department of Planning and Community Development staff.

Moved: James

Seconded: Hess

Carried: 7-0

6j. Finance Committee's Recommendation re: Assistance for Members Whose Co-op Fee Payments are Affected by the US Government Shutdown

During its meeting on January 24, 2019 the Finance Committee passed the following motion:

- **The Finance Committee strongly recommends that the Board develop generous terms for the members who have suffered financially due to the government shutdown.**

Discussion was suspended.

Motion: I move to extend the meeting by 20 minutes

Moved: James

Seconded: Hess

Carried: 7-0

6k. Removal and Replacement of Three (3) Trees in Parcel 2

In developing the layout of the solar PVES array in Parcel 2, Sustainable Energy Systems (SES) has identified two opportunities for more efficient design:

1. At the north-west corner of the area, a live tree has branches that overhang the area and will cause the northernmost array of panels to require relocation significantly further to the east (refer to Attachment #8a.)
2. At the south side of the area, there are two small trees that will reduce the production of the array by a minor amount, if left in place (refer to Attachment #8b.)

Staff obtained an opinion regarding the trees in question from Mr. Bill Phelan, a GHI member and horticulturist. He examined the tree identified in #1 above and believes it is a red oak, in reasonable health. It is Mr. Phelan's judgment that it would be a better course of action to remove the tree and replace it elsewhere on the property, rather than trim branches on one side of the tree. This is because the trimming will result in the tree growing a larger canopy as it matures, which in the case of a red oak, will result in an 80-foot tall tree, that will shade a portion of the solar PVES array. GHI could opt to move a portion of the solar array to the east; however doing so may not alleviate future partial shading from the red oak tree eventually. Regarding the two small trees identified in #2 above, Mr. Phelan noted that neither tree is of significant value, and suggested that GHI could remove these and plant replacement trees in the northern part of the same tract, at a location where they will not shade the solar PVES array as they grow.

Based on Mr. Phelan's opinion, staff recommends that the tree at the NW corner with the adjacent dead trunk, and the two small trees at the south fence line should be removed and replaced with three young trees that will not shade the solar PVES array as they grow.

Motion: I move that the Board of Directors authorize the Manager to remove the live tree and adjacent dead trunk at the northwest corner of the proposed solar PVES array area, and the two small trees at the south side replacing them with six young trees that will not affect the solar PVES array as they mature.

Moved: Hess

Seconded: Brodd

Carried: 6-1

Opposed: Seely

6l. Attorney's Draft Memorandum of Understanding (MOU) re: Yards in City of Greenbelt Right of Ways

During 1996 through 2003, GHI hired a consulting firm to survey and plot the legal boundaries of GHI property. In 2005, City staff submitted a draft MOU to GHI (refer to Attachment #9a.) with suggested guidelines for resolving issues with GHI units and yards that encroached on the City right of ways. GHI's Board of Directors did not approve the MOU at that time.

Minutes: GHI Board of Directors Meeting of February 7, 2019

During 2009 to 2012, GHI & City staff collaborated to address a significant right of way encroachment of eight (8) GHI homes along Crescent Road, concluding in the City abandoning the right of ways at these locations. During 2014 to 2017, collaborations between GHI and City staff also resulted in the re-designation of right of ways at the following locations to eliminate significant encroachment problems:

- 9A-D Hillside Rd.
- 11-A Hillside Rd. and 11-H Hillside Rd.
- 13A-D Hillside Rd.
- 35-A Ridge Rd.
- 7-J Research Rd.

Remaining right of ways encroachments can be classified into two categories:

- Category 1 - (81) GHI yard boundaries are outside GHI property lines, but only by about a foot or so.
- Category 2 - (92) natural GHI yard boundaries are outside GHI property lines, but by a more substantial amount.

During the City of Greenbelt/GHI work session on July 16, 2018, the City's Manager requested GHI to submit a draft MOU for the City's consideration. Last August 2, the Board decided that GHI's Attorney should draft an MOU to submit to the City of Greenbelt. The draft MOU that Attorney Joe Douglass prepared is in Attachment #9b.

Motion: I move that the Board of Directors accept the draft Memorandum of Understanding (MOU) prepared by GHI's attorney as presented regarding yards encroaching on City of Greenbelt right of ways and direct the Manager to forward the MOU to the Manager of the City of Greenbelt for consideration.

Moved: Hess

Seconded: Holland

Carried: 7-0

6m. Audit Committee's Recommendation – Clarification Regarding Membership Vote Required to Sell Real Property

The Audit Committee requested that the Board review its memorandum in Attachment #10. re: Clarification Regarding Membership Vote Required to Sell Real Property and issue a clarification statement to the membership.

Skolnik suggested that a clarification regarding Membership Vote Required to Sell Real Property be issued at the Annual Membership Meeting under Items of Information.

6n. Re-schedule Work Session to Review the Board's Strategic Action Plan

The Board had previously scheduled a work session for January 31, 2019 to update its current 12-month strategic action plan. Instead, the Board held a work session on that date to revise a Neighborhood Conservation Zone Proposal for Old Greenbelt that the Zoning Task Force had drafted.

The Board should consider holding a work session to update the strategic action plan and decide on a suitable date by consensus. Staff suggests that it may be held on Thursday, February 14, 2019.

No Action Taken.

6o. Schedule Manager's 2018 Evaluation

The Board should schedule a date in March for the Manager’s 2018 performance evaluation which will be done during an executive session meeting.

By Consensus: To conduct the Manager’s 2018 performance evaluation Tuesday, March 5 at 7:00 pm.

Motion: I move to extend the meeting by 10 minutes.

Moved: Hess

Seconded: James

Carried: 7-0

6p. Proposed Purchase of a Vehicle for the Maintenance Department – 2nd Reading

The maintenance department proposes to purchase one utility van to accommodate the daily activities of the maintenance team. It will be replacing a Ford Van (#19) that is 23 years old and the oldest of the fleet.

The replacement reserve plan has budgeted \$28,000 for the purchase of vehicles in 2018.

Staff received the following 3 bids for the same type vehicle, a 2019 Ford Transit Connect XL with an interior bin package; price inclusive of registration and fees:

Dealership			Vehicle only MSRP	Price
Koons Silver Spring	long wheelbase	cloth seats	\$26,490.00	\$24,699.00
Academy Ford	long wheelbase	vinyl seats	\$26,520.00	\$25,029.50
Darcars Lanham/Severn	short wheelbase	vinyl seats	\$25,955.00	\$25,693.75

In the event that any of these particular vehicles are not available by the time that the Board authorizes a purchase, staff suggests that the Board pre-approve the purchase of another vehicle which shall be either a Chevy, Ford or Toyota 2-wheel drive, 4 cylinder utility van, whose cost shall not exceed \$26,500.

On December 20, 2018, the Board approved the following motion for first reading:

- **I move that the Board of Directors authorize the Manager for first reading to purchase a 2019 Ford Transit Connect XL van with an interior bin package from Koons Silver Spring at a cost not to exceed \$25,000, or if not available at time of approval, one new Chevy, Ford or Toyota 2-wheel drive, 4 cylinder utility van at a total cost not to exceed \$26,500.**

This item was placed on a consent agenda for the January 3, 2019 meeting and due to staff’s error, the Board approved the following motion by consent:

Minutes: GHI Board of Directors Meeting of February 7, 2019

- I move that the Board of Directors authorize the Manager for **first** reading to purchase a 2019 Ford Transit Connect XL van with an interior bin package from Koons Silver Spring at a cost not to exceed **\$24,699**, or if not available at time of approval, one new Chevy, Ford or Toyota 2-wheel drive, 4 cylinder utility van at a total cost not to exceed **\$25,000**.

This item is on the agenda for the Board to rescind the motion that was approved on January 3, 2019 and to approve a correct motion.

Motion #1: I move that the Board of Directors rescind the motion approved on January 3, 2019 that authorized the Manager for first reading to purchase a 2019 Ford Transit Connect XL van with an interior bin package from Koons Silver Spring at a cost not to exceed \$24,699, or if not available at time of approval, one new Chevy, Ford or Toyota 2-wheel drive, 4 cylinder utility van at a total cost not to exceed \$25,000.

Moved: James

Seconded: Hess

Carried: 7-0

Motion #2: I move that the Board of Directors authorize the Manager for second reading to purchase a 2019 Ford Transit Connect XL van with an interior bin package from Koons Silver Spring at a cost not to exceed \$25,000, or if not available at time of approval, one new Chevy, Ford or Toyota 2-wheel drive, 4 cylinder utility van at a total cost not to exceed \$26,500.

Moved: James

Seconded: Hess

Carried: 7-0

6q. Set Date for Work Session with Communications Committee re: Comprehensive Communications Plan

By Consensus: The meeting time/date was schedule for 7:00 pm on Tuesday, February 26, 2019.

7. Items of Information

7a. GHI Contact Information Provided to Prince George's County Office of Community Relations (OCR)

On January 24, 2019, Mr. Brandon Starkes, Program Manager with the Prince George's County Office of Community Relations (OCR) informed GHI that his office is currently verifying contact information for all Homeowner and Civic Associations in Prince George's County. The goal under the leadership of County Executive, Angela Alsobrooks is to work alongside community organizations and leaders to grow and improve Prince George's County together.

President Skolnik filled out a brief survey to update GHI's information to receive county updates and pertinent information from the OCR office. The information collected will not be published in any public domains; it will only be used for the OCR's internal purposes.

7b. GHI Brochure to be Included in the 2019 City of Greenbelt Welcome Packets

Staff responded to a recent request from the City of Greenbelt and provided 300 copies of GHI's brochure to be included in the 2019 City of Greenbelt welcome packets.

7c. Board 12 Month Action Plan and Committee Task List

7d. Monthly GHI and City Calendars

7e. President's Items

Skolnik reported that he received the reply letter from WSSC Chief of Staff re: Community-wide Piping Program.

Formed a Sub-Committee to draft a policy for the official use of the GHI.coop email addresses. Members are: Skolnik, Holland and Brodd

7f. Board Members' Items

James welcomed Anna Socrates to the Board.

7g. Audit Committee's Items

7h. Manager's Items

Ralph reported that Ronnie Sookram, Maintenance Manger would oversee the Maintenance department during George Bachman's absence.

Motion: To adjourn.

Moved: Hess

Seconded: Jones

Carried: 7-0

The meeting adjourned at 10:29 p.m.

Ed James
Secretary