

Minutes
Greenbelt Homes Inc.
Annual Membership Meeting - May 12, 2016

1. Issuance of Voting Cards: Voting cards were issued to members.

2. Proof of Due Notice of Meeting:

Secretary Ed James presented a receipt from the Greenbelt Post Office certifying that on April 28, 2016 1,600 pieces of prepaid first class mail with postage totaling \$744.00 were delivered by Greenbelt Homes, Inc. to the facility. This documentation constitutes due notice of meeting in accordance with Article IV, Section 4 of the GHI Bylaws.

3. Certification of Presence of a Quorum:

Tom Jones announced that at 7:28 p.m. 116 persons had registered signifying that a quorum was present to conduct business. President Steve Skolnik called the meeting to order at 7:30 p.m.

4. Approval of Agenda:

Motion: I move approval of the agenda.

Moved: Chuck Hess

42D Ridge Road

Seconded: Ed James

56D Crescent Road

Carried

5. Action on Minutes of Annual Membership Meeting of May 14, 2015.

Motion: Move approval of the Annual Membership Meeting Minutes of May 14, 2015.

Moved: Chuck Hess

42D Ridge Road

Seconded: Bill Jones

15D Ridge Road

Carried

6. Reports of Officers, Directors, and Elected Committees:

Molly Lester, 6M Hillside Road stated that in the Audit Committee report it mentioned that the Audit Committee engaged an attorney to get an interpretation of the Bylaws, she questioned the reason for asking an attorney.

Paul Kapfer, 6E Hillside Road replied that it was related to a provision regarding elections.

6a. Update on Homes Improvement Program:

Skolnik updated the membership on the 2016 cohort for the first 326 homes to be completed.

In summary:

1. Community-wide work items funded under the replacement reserves program including windows; entry doors; electric baseboard heaters, and frame home vinyl siding.
2. Additional funding for work in frame home crawlspaces, for conversion to seal partially conditioned spaces, pending analysis of the data and approval of the test crawlspace work that has been done.

3. Masonry homes crawlspace sealing, insulation and other repairs.
4. Optional work items paid for by individual members.
5. Arranged with three lenders to issue lines of credit for GHI members.
6. A list of approved optional improvements is included on the GHI website.

HIP Project:

Staff has taken inventory of the exterior and interior components: windows; doors; siding on the main buildings and the additions; base-board heaters for the 2016 member cohort of 326 homes.

Staff conducted surveys on the 2016 cohort members for additional choices on the reserve items: siding color; door style, etc.

Staff created a database to be used during the Homes Improvement Program; prepared specification; collected data for an RFP for five different bid packages: envelope upgrade; siding; windows and doors; HVAC upgrades; Electrical upgrades; Attic Insulation and sealing upgrades; Masonry crawlspace improvements.

Staff developed and published a construction schedule for the entire five-year Homes Improvement Program.

Staff has taken an inventory for the 2017 member cohort. More details can be found at GHI website. www.ghi.coop

6b. Update on Asbestos Discovery in Crawlspace of Masonry Buildings

Skolnik updated the membership on the asbestos discovery. Three months ago staff discovered that the contractor hired by GHI in 1985 to remove asbestos insulation from the boiler and heating pipes in the crawlspaces of the Masonry homes, violated the contract by concealing and not removing items of asbestos. Vertex has been contracted to provide industrial hygiene services to GHI, for the planning and execution of an asbestos abatement project within the crawlspaces of masonry buildings.

7. Presentation of Candidates

Tom Jones, chair of the Nominations and Elections Committee, recognized the other members of N&E: Terry Kucera, Alexander Barnes, and Terry Henderson. Jones explained the role of the Audit Committee and introduced the candidates for the three open one-year terms: Henry Haslinger, Leeann Irwin, Paul Kapfer and Molly Lester. Jones next introduced candidates for the Board of Directors for the four open positions: Stefan Brodd, Stephen Holland, Ed James, Kim Kweder and Diana McFadden.

8. Nominations and Elections of the Nominations and Elections Committee

Jones announced five open positions existed on the Nominations and Elections Committee and five members have consented to run. Tom Jones, Terry Kucera, Theresa Henderson, Anna Socrates and Alexander Barnes gave their consent to serve on the Nominations and Elections Committee for the one-year term May 2016-May 2017.

N&E Chair Jones introduced the four candidate’s running for the Audit Committee:

- Henry Haslinger
- Leeann Irwin
- Paul Kapfer
- Molly Lester

N&E Chair Jones introduced the candidate’s running for the Board of Directors:

- Stefan Brodd
- Stephen Holland
- Ed James
- Kim Kweder
- Diana McFadden

N&E Chair Jones explained the process for members to cast their vote.

Skolnik opened the floor for further nominations for the N&E Committee; no further nominations were made.

Motion: I move to elect the five candidates to the N&E Committee by acclamation.

Moved: Aaron Marcavitch	Seconded: Chuck Hess	Carried
13F Ridge Road	42D Ridge Road	

9. Old Business
None

10. New Business

a. Board Proposals to change Bylaws: Article III.1; Article IV. 8a; and Article V.5

Article III.1:

Motion: Replace “husband and wife” by “married couple” in Article III.1 in the next-to-last sentence, and add an appropriate comma, so that it then reads: “Only one person per dwelling unit may be a member of the Corporation, except that a married couple or other persons specifically authorized by the Board of Directors may hold a membership jointly.

Moved: Stefan Brodd	Carried
2C Westway	

Article IV. 8a:

Motion: Add the following sentence to the end of Article IV.8.a: “No person shall be nominated for election to the Board and for election to the Audit Committee at the same time.”

Moved: Stefan Brodd	Carried
2C Westway	

Article V.5:

Motion: Insert three words in the first sentence of Article V.5 as follows, where only the underlined part is new: “The Board shall hold regular meetings at least twice monthly except during the months of June, July, and August, when it shall meet at least once monthly.”

Moved: Stefan Brodd
2C Westway

Carried by
a vote later in
the meeting

Amendment: Insert “either in person or using electronic communication.”

Moved: Kim Kweder
1E Laurel Hill Road

Seconded: Luis Vazquez
4H Gardenway

Failed

Vote was taken on the amendment and the amendment failed.

Secondary Amendment: Insert “All meetings throughout the year shall be held in person or by synchronized electronic communication”.

Moved: Anton Rytting
65F Ridge Road

Seconded: Michelle Kretsch
33B Ridge Road

Failed

Vote on the secondary amendment was taken and the amendment failed.

Motion: I Call The Question.

Moved: Beth Olsen
6L Plateau Place

Seconded: Chuck Hess
42D Ridge Road

Carried

Vote to call the question carried.

Vote was taken on the main motion which carried.

- b. Member Petition: to amend Article VII.2c of the Bylaws

Article VII.2c of the Bylaws:

Motion: “The Audit Committee may make such reports and recommendations to the Board of Directors and to the membership of the Corporation as it may deem appropriate, and shall make an annual report to the membership of the Corporation concerning its findings, and its operations throughout the year, and such report shall contain an accounting of all Audit Committee expenditures throughout the year. Unanimous recommendations or reports made to the Board shall be placed on the Agenda for an upcoming Board meeting within three (3) months. Reports to the membership other than at the regular annual meeting of the members of the Corporation shall be mailed or delivered no later than thirty days after presentation to the secretary or to the business office of the Corporation. Vacancies on the Committee shall be filled by the remaining membership of the Committee, after notice of the vacancies is publicized by the Audit Committee and a two week period is provided for submission of suggested names of candidates to the Committee.”

Moved: Jonathan Gordy
2P Plateau Place

Seconded: Joseph Todt
14Z3 Hillside Road

Amended and
Carried by vote
later in meeting

1st Amendment: To remove the word “Unanimous.”

Moved: Molly Lester	Seconded: Cynthia Newcomer	Failed
6M Hillside Road	4U Laurel Hill Road	

2nd Amendment: Substitute the word “Majority” for the word “Unanimous”.

Moved: Mara Hemminger	Seconded: Molly Lester	Carried
33N Ridge Road	6M Hillside Road	

Motion as Amended: The Audit Committee may make such reports and recommendations to the Board of Directors and to the membership of the Corporation as it may deem appropriate, and shall make an annual report to the membership of the Corporation concerning its findings, and its operations throughout the year, and such report shall contain an accounting of all Audit Committee expenditures throughout the year. Majority recommendations or reports made to the Board shall be placed on the Agenda for an upcoming Board meeting within three (3) months. Reports to the membership other than at the regular annual meeting of the members of the Corporation shall be mailed or delivered no later than thirty days after presentation to the secretary or to the business office of the Corporation. Vacancies on the Committee shall be filled by the remaining membership of the Committee, after notice of the vacancies is publicized by the Audit Committee and a two week period is provided for submission of suggested names of candidates to the Committee.

Moved: Jonathan Gordy	Seconded: Joseph Todt	Carried
2P Plateau Place	14Z3 Hillside Road	

- c. Member Petition: to encourage active involvement/engagement of members by providing access to Board meeting packets in advance of Board meetings.

“We, the membership, direct the Board of Directors to make available the entire Board packet to members at least five (5) business days before a regularly scheduled Board meeting. Documents prepared for discussion in the Board’s executive session or that applicable laws require be treated as confidential are exempt from this requirement.

“The Board packet, including attachments, shall be made available to members in two ways: 1. Online on GHI’s website; and 2. In hard-copy format made available for review in GHI’s administration offices during normal business hours.

“The membership directs the Board of Directors to implement this policy within sixty (60) calendar days of this Annual Meeting.”

Montrese Hamilton of 33J Ridge Road withdrew the petition before any debate could begin. Reason: To allow the Board the opportunity to deliberate on the Audit Committee recommendations and GHI community discussions.

11. Good and Welfare11a. Announcements

Jonathan Gordy, 2P Plateau Place requested a point of order on the last motion. Is it possible to withdraw a member petition without the signers of the petition's vote? The Parliamentarian replied, "Yes."

Lauren Cummings, 65H Ridge Road stated that the Board tasked the Communications Committee with looking into the issues of communication and participation.

Skolnik stated that he would be reforming the Member Outreach Committee, looking for new members. Contact: Joan Krob, Director of Member Services

11b. Door Prizes:

- i. Three \$100 gift certificates toward GHI co-op fee:
Dawn Gable, 2K Plateau Place
Shobha Duncan, 13D Ridge Road
Mary Price, 5E Laurel Hill Road
- ii. Four \$25 gift certificates to Co-op Supermarket:
Douglas Igelsrud, 37K Ridge Road
Julie Andrus, 8R Laurel Hill Road
James Hancock, 65M Ridge Road
Jennifer Page, 6E Plateau Place
- iii. Five \$20 gift certificates to the New Deal Café:
Alexaner Barnes, 4F Crescent Road
Ed James, 56D Crescent Road
Beverly Dziduch, 8S Laurel Hill Road
Nancy Solomon, 60J Crescent Road
Noel Bingham, 9D Laurel Hill Road

12. Recess.

Motion: To Recess for voting.

Moved: Chuck Hess
42D Ridge Road

Seconded: Betsy Delaney
52D Ridge Road

Carried

The meeting recessed at 9:49 p.m.

Ed James
Secretary