

GHI Board of Directors
Open Meeting
(Virtual Zoom)
October 6, 2022
7:45 pm

Board Members Present: Bilyeu, Brodd, Hess, James, Lambert (7:48 pm), Luly, McKinley, Mortimer, Whipple

Excused Absences:

Others in Attendance:

Eldon Ralph, General Manager

Joe Perry, Director of Finance

Deanna Washington, Director of Member Services

Bruce Mangum, Contract Processor

Jim Morris, Director of Maintenance

Thomas Williams, Director of Technical Services

Bill Jones, Audit Committee Chair

Grace Fisher, Audit Committee

Shawnda Atkins

John Campanile

Ben Fischler

Henry Haslinger

Stephen Holland

Laura Kressler

Molly Lester

Stephanie O'Brien

Peter Teuben

Kris White

President Brodd called the meeting to order at 7:45 pm.

1. Approval of Agenda

Motion: To approve the agenda, as presented.

Moved: Hess

Seconded: James

Carried: 8-0

2. Statements of Closed Meetings

2a. Statement of a Closed Meeting of the Investment Committee Held on September 8, 2022 (Attachment #1a)

On September 8, 2022 at 5:10 pm, the Investment Committee held a closed meeting, via internet audio/video conference to approve the minutes of a prior closed meeting that discussed the terms of a contract with an investment firm.

The closed meeting was authorized by sub-paragraph § 5-6B-19 (e)(1)(vi) of the Maryland Cooperative Housing Act.

The motion to hold the closed meeting was approved by a 5-0 vote of the Investment Committee during a prior open meeting on September 8, 2022.

2b. Statement of a Formal Complaint Hearing Held on September 12, 2022 (Attachment #1b)

On September 12, 2022 at 7:00 pm, the Board of Directors conducted a formal hearing regarding a complaint matter in a closed meeting, via internet audio/video conference.

The closed meeting was authorized by sub-paragraph § 5-6B-19 (e)(1)(iv) of the Maryland Cooperative Housing Act.

The motion to hold the hearing was approved by a 7-0 vote of the Board of Directors during a closed meeting on June 16, 2022.

2c. Statement of a Formal Complaint Hearing Held on September 19, 2022 (Attachment #1c)

On September 19, 2022 at 7:00p m, the Board of Directors conducted a formal hearing regarding a complaint matter in a closed meeting, via internet audio/video conference.

The closed meeting was authorized by sub-paragraph § 5-6B-19 (e)(1)(iv) of the Maryland Cooperative Housing Act.

The motion to hold the hearing was approved by an 8-0 vote of the Board of Directors during a closed meeting on August 11, 2022.

2d. Statement of a Formal Complaint Hearing Held on September 22, 2022 (Attachment #1d)

On September 22, 2022 at 7:00 pm, the Board of Directors conducted a formal hearing regarding a complaint matter in a closed meeting, via internet audio/video conference.

The closed meeting was authorized by sub-paragraph § 5-6B-19 (e)(1)(iv) of the Maryland Cooperative Housing Act.

The motion to hold the hearing was approved by an 8-0 vote of the Board of Directors during a closed meeting on August 11, 2022.

2e. Statement of a Closed Meeting of the Board of Directors Held on October 6, 2022 (Attachment #1e)

GHI's Board of Directors held a closed meeting at 7:00 pm on October 6, 2022, via internet audio/video conference to discuss the following matters, as specified in the noted sub-paragraphs of the Maryland Cooperative Housing Corporation Act § 5-6B-19 (e) (1):

1. Approve Minutes of the Closed Meeting Held on August 11, 2022	(vii)
2. Complaint Matter	(iv)
3. Personnel Matter	(i)

A motion to hold the closed meeting was approved during the open meeting of September 15, 2022, by Directors Bilyeu, Brodd, Hess, James, Lambert, Luly, McKinley, Mortimer, and Whipple.

3. Visitors and Members (Comment Period)

None

Director Luly joined the meeting.

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:

- Casey Stoyell-Mulholland, Sole Owner;
- Erin L. Flood, Kathleen M. Phelan, Joint Tenants;
- Laurie C. Crunk, Sole Owner;
- Donald E. Helms, Arlene L. Helms, Tenants by the Entirety;
- Stephen H. Lundberg, Patsy A. Lundberg, Tenants by the Entirety.

Moved: James

Seconded: Hess

Carried: 9-0

Motion: I move that the Board of Directors approve the following Mutual Ownership Contract change:

- Peter A. MacHare, Sole Owner, is changed to Peter A. MacHare, Senpa P. MacHare, Tenants by the Entirety.

Moved: James

Seconded: Hess

Carried: 9-0

5. Committee Reports

Vice-President McKinley reported that the Buildings Committee met the prior night. Approximately 40 or more responses have been received for interest in the pipe replacement pilot program and the committee is in consensus with the ARC that the issue of the member consent process be handled by their committee instead of the Buildings Committee.

Vice-President McKinley advised the Board that the Communications Committee has upcoming meetings to begin working on the website redesign.

Director Whipple reported that the ARC is considering taking on the member consent process. The committee is also discussing forever homes and some permit exception requests that will soon be coming to the Board.

6. For Discussion/Action

6a. Approve Minutes of the Open Meeting Held on August 11, 2022 (Attachment #2)

Motion: I move that the Board of Directors approve the minutes of the Open Meeting, held on August 11, 2022 as presented.

Moved: James

Seconded: Hess

Carried: 9-0

6b. Companion Animal Committee Report Covering the Period January 2022 to July 2022 (Attachment #3)

Attachment #3 is a report from the Companion Animal Committee (CAC) regarding its activities during the period January 2022 to July 2022. Ms. Kris White, chairperson for the CAC was present to present the report.

Motion: I move that the Board of Directors accept the report from the Companion Animal Committee regarding its activities during the period January 2022 to July 2022.

Moved: Hess

Seconded: McKinley

Carried: 9-0

6c. Companion Animal Committee Brochure re: Living with Companion Animals (Attachment #4)

Attachment #4 is an informative brochure titled 'Living with Companion Animals' that the Companion Animal Committee (CAC) prepared. Ms. Kris White, chairperson for the CAC, presented the report.

Motion: I move that the Board of Directors accept the brochure titled "Living with Companion Animals" that the Companion Animal Committee prepared and authorize distribution of the brochure to GHI's members.

Moved: Mortimer

Seconded: Luly

Carried: 9-0

6d. Bicycle Committee Social Event on October 15, 2022 (Attachment #5)

The details of a social event that the Bicycle Committee proposes to hold on Saturday, October 15, 2022 are described in Attachment #5. The Bicycle Committee is seeking the Board's approval to hold the event.

Motion: I move that the Board of Directors authorize the Bicycle Committee to hold a social event on Saturday, October 29, 2022 as presented in the committee's correspondence to the Board President.

Moved: Hess

Seconded: Lambert

Carried: 9-0

6e. Investment Committee's 2022 First-Half Report (Attachment #6)

Attachment #6 is the Investment Committee's Report regarding GHI's investments as of June 30, 2022. Director Chuck Hess (Chair of the Investment Committee) presented the report during the Board meeting.

This item is on the agenda for discussion.

Motion: I move that the Board of Directors accept the Investment Committee's Report as of June 30, 2022.

Moved: James

Seconded: Mortimer

Carried: 9-0

6f. Request by the Member Handbook and Board Policies Standardization Task Force for a Work Session with the Board and Committees

The Member Handbook and Board Policy Manual Standardization Task force would like to hold a work session with the Board and other relevant committees on October 24, 2022 at 7:00 pm in order to present and discuss their draft outline of a proposed new Member Handbook and Board Policy Manual.

This item is on the agenda for discussion and action.

Motion: I move that the Board of Directors hold a work session with the Member Handbook and Board Policies Standardization Task Force and other committees on October 24, 2022 at 7:00 pm to discuss the task force's draft outline of a proposed new Member Handbook and Board Policies Manual.

Moved: McKinley

Seconded: Whipple

Carried: 9-0

6g. Motion to Hold a Closed Meeting on October 20, 2022

Motion: I move to hold a Closed Meeting of the Board of Directors at 7:00 pm on October 20, 2022.

Moved: Hess

Seconded: Whipple

Carried: 9-0

7. Items of Information

7a. President's Items

President Brodd reminded attendees that a review of the 2023 budget would be held on October 13, 2022.

7b. Board Members' Items

Director Luly asked for the GHI calendar to be updated to reflect changes to the Investment and Finance Committees meetings since the budget review will be held that night.

7c. Audit Committee's Items – none.

7d. Manager's Items

General Manager Ralph advised the Board that the updated budget would be available on October 10, 2022 to allow Board review prior to the meeting on October 13, 2022.

Director of Finance Perry explained the delay in the release of real estate tax assessments was based on some additional reviews that were required.

Motion: To adjourn.

Moved: Hess

Seconded: Whipple

Carried: 9-0

The meeting adjourned at 8:30 pm.

Ed James
Secretary