

Minutes  
GHI Board of Directors  
April 21, 2005

Present: Abell, Moore, Alpers, Eichhorst, Hess, Hudson, Lauber

Excused Absences: Alexanderwicz, Lewis

Others in Attendance: Gretchen Overdurff, General Manager  
Eldon Ralph, Director of Physical Plant Operations  
Stephen Ruckman, Director of Finance  
Joan Krob, Director of Member Services  
Brenda Lewis, Director of Human Resources  
Tom Sporney, Staff Engineer  
Genevieve Courbois, Recording Secretary  
Hopi Auerbach, Chair, Audit Committee  
Janice Reyes, Audit Committee  
Dianne Wilkerson, Audit Committee  
Bill Wilkerson  
Mary Crellin  
Stephen Jascourt  
Stuart Landry, Patriot Mortgage Corporation  
Nadeem Bhatti, Patriot Mortgage Corporation  
Richard Stang, DeLeon and Stang

President Eichhorst called the meeting to order at 7:32 pm. She stated there was no need for an Executive Session as it was held prior to the meeting.

1. Approval of Agenda

**MOTION: MOVE APPROVAL OF THE AGENDA.**

Moved: Hudson

Seconded: Moore

Carried

2. Visitors and Members

Member Stephen Jascourt, suggested that GHI institute a voluntary smoke-free covenant. Concerned about smoke seeping from one unit to another, he proposes that entire rows become smoke-free based on voluntary agreements from unit owners. He explained that everyone in the row would need to voluntarily agree to be smoke-free and this restriction would remain in place at resale. He stated that this measure has been successfully implemented in California and unchallenged in the court system in terms of First Amendment rights. Vice President Abell stated that she has more of a problem with residents smoking outside rather than inside as the smoke wafts in through her opened windows. President Eichhorst said that this suggestion would be referred to the Marketing Committee.

Mr. Jascourt also stated that the 10 Court of Southway is not well-lit and seems to be a repository for trash. He suggested that a light mounted on the adjacent power pole may deter loitering and littering. In addition, in light of public safety issues, he suggested raising member



6a. 2004 Audited Financial Statements Presentation

Mr. Stang of the auditing firm DeLeon and Stang presented an overview of the findings from the 2004 audit. He stated that GHI had a very solid financial year and has a good future ahead. He offered suggestions for improvement and stressed that GHI should upgrade to modern software which is designed for a membership environment. He stated since this was the second audit DeLeon and Stang has completed for GHI, it was a much smoother process this time, and he again found the staff very pleasant to work with.

6b. Patriot Mortgage Corporation Approval

Patriot Mortgage Corporation (Patriot Mortgage), a licensed broker in Maryland, Virginia and DC, is requesting to become an approved lender of share loans to GHI members. Patriot Mortgage has been in business since January of 2000 and provides a wide range of loan products. Patriot Mortgage has no experience with housing cooperatives, but is very interested in working with GHI.

Senior Loan Officer Stuart Landry presented an overview of Patriot Mortgage and emphasized the company's ability to secure better rates, concentration on the local market, customer service and accessibility. Director Hess clarified that the Bank of America, an approved lender, would own the loan at all times. In addition, Director Hess expressed his concerns with the statements from the company's accounting firm which he deemed unprofessional and, in turn, felt that it reflected poorly on Patriot Mortgage. After the motion was made and seconded, he requested that it be deferred until the Treasurer returns.

**MOTION: THE BOARD OF DIRECTORS APPROVES OF PATRIOT MORTGAGE CORPORATION TO PROVIDE FINANCING FOR GHI MEMBERS AND DIRECTS STAFF TO ADD PATRIOT MORTGAGE TO GHI'S LIST OF APPROVED LENDERS.**

Moved: Abell

Seconded: Moore

Tabled

**MOTION: TO TABLE UNTIL THE NEXT BOARD MEETING.**

Moved: Hess

Seconded: Hudson

Carried

President Eichhorst stated that the Board appreciates being approached by lenders wishing to become approved lenders for GHI members. This item will reappear on the May 12<sup>th</sup> agenda.

6c. Yardline Pilot Project – 2/4/5/21 Courts Ridge Disposition & Certification

On Wednesday, April 6th, a work session with the Board of Directors was held at the GHI administration building to discuss issues related to the Yard Line pilot project. As a result, the following status summaries are presented:

5 Ridge, 21 Ridge

Board members concurred, in general, with yard lines as determined by the Ad Hoc Yard Line Committee. The following direction with encroachment issues applies to the specific yards:

5A&K Ridge

End yard use & status of the 5A shed is pending acceptance of and compliance to an expected future Right-of-Way agreement with the City of Greenbelt.

Ridge 21B/C, D/E, F/G

Shared yardline fences are to be relocated on the designated yardline at the time of replacement or significant repair. Significant repair is defined as 25% or more of the structure that needs to be repaired.

Ridge 21J

Side chain link fence, approximately 2'6" off GHI property, must be removed no later than resale, change in MOC, or if the property owner requests it to be removed. GHI can provide the service of removal per rules §VII.F.

**MOTION: THE BOARD OF DIRECTORS APPROVES YARD PLATS FOR 5 AND 21 COURTS RIDGE AS PRESENTED, AND DIRECTS STAFF TO:**

- (1) PREPARE INDIVIDUAL PLATS FOR CERTIFICATION BY THE BOARD PRESIDENT**
- (2) ADVISE MEMBERS OF ENCROACHMENTS AND REQUIREMENTS FOR ADDRESSING THEM.**

Moved: Hudson

Seconded: Hess

Carried

In addition, the Board directs the Committee to use the following guidelines for dealing with Yard Line determination and enforcement of resulting encroachments:

1. 75' gardenside depth is maximum in all cases.
2. If an un-permitted structure has been erected by the current member, member must remove it.
3. Any un-permitted structure (including non-permanent structures & fences) by current member, must be removed in 60 days.
4. If encroaching permitted structure requires significant repair (defined as 25% or more), it shall not be allowed to be repaired, and must be removed at member expense at time of resale or change of membership at the latest.
5. Other than removal of obstacles which have been previously defined as member responsibility, establishment of access lanes resulting from the determination of yardlines will be GHI responsibility, to be created at time of resale or change of membership at the latest.

**4 Ridge, 2 Ridge**

Staff identified a conflict in previous information regarding the ownership of the property adjacent to Parcel M. Yardlines have been adjusted to take this information into account, and redrawn *Attachment Nos. 5 and 6*.

Board members concurred, in general, with yard lines as determined by the Ad Hoc Yard Line Committee. Specifically, the following direction applies to individual instances:

Ridge 4C

Un-permitted 7'x7' vinyl shed must be removed because it exceeds GHI rules for sheds of this material, and the swing set must be relocated within the yard boundaries. Member has 60 days in which to comply.

Ridge 4G

Gardenside fence, presently approximately 128' away from the house. ~~and plantings, must be removed within 60 days.~~ GHI can provide the service of removal per rules §VII.F. ~~member is responsible for removal of plantings.~~

Ridge 4J

8'x12' cinder block shed, approximately 87' away from the house, must be removed by the member no later than resale or change in MOC.

Ridge 2A

Gardenside fence and gate adjacent to the garage, and plantings, must be removed to provide a 5' access lane no later than resale or change in MOC. GHI can provide the service of removal per rules §VII.F, GHI will also be responsible for the removal of plantings, as the purpose is to clear the access lane.

Ridge 2A&B

Servicesside yard use is pending acceptance of and compliance to an expected future Right-of-Way agreement with the City of Greenbelt.

The Committee has expressed its concern about consistency of its recommendation regarding 4E&F, vis-à-vis current considerations at 19 Court Hillside.

**MOTION: THE BOARD OF DIRECTORS APPROVES YARD PLATS FOR 2 AND 4 COURTS RIDGE AS REVISED, EXCEPT FOR 4E-F, AND INCLUDING REVISED YARDS OF 4A-D, AND DIRECTS STAFF TO:**

- (1) **PREPARE INDIVIDUAL PLATS FOR CERTIFICATION BY THE BOARD PRESIDENT, EXCEPT FOR 4E-F RIDGE.**
- (2) **ADVISE MEMBERS OF ENCROACHMENTS AND REQUIREMENTS FOR ADDRESSING THEM**
- (3) **REFER 4E-F RIDGE BACK TO COMMITTEE**

Moved: Hudson

Seconded: Hess

Carried

**Overall**

- (1) Guidelines should be considered and established for the Committee in the following instances:
  - a. side yard boundaries
  - b. yards with attached garages
  - c. natural boundaries / Woodlands
- (2) The review process needs to be examined by the Board to establish the desired commitment of staff resources, final product, long-term schedule, etc.

President Eichhorst noted that the areas of 34 Ridge and 19 Hillside currently remain unresolved. The Board scheduled a work session for 7:00 p.m. on May 11<sup>th</sup> to discuss these areas.

6d. Spring Concrete Contract – 2<sup>nd</sup> Reading and Final Approval

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH CPE, INC., FOR THE SPRING SEASON REPAIRS OF CONCRETE SIDEWALKS AT A COST NOT TO EXCEED \$28,157.**

Moved: Hess

Seconded: Lauber

Carried

6e. 2005 Slate Roof Contract – 2<sup>nd</sup> Reading and Final Approval

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO SIGN A CONTRACT WITH HEARN INSULATION & IMPROVEMENT COMPANY, INC., TO PERFORM THE SLATE ROOF REPLACEMENT PROGRAM AS DIRECTED BY GREENBELT HOMES, AT A COST NOT TO EXCEED \$275,211.**

Moved: Hudson

Seconded: Moore

Carried

7. Items of Information

No discussion.

8. President

President Eichhorst gave an overview of the NAHC board meeting in Chicago and said that new tracks of classes will be offered at the NAHC annual conference in September in Kansas City. She also noted that both she and General Manager Overdurff attended the National Co-op Business Association annual meeting in Washington DC. She reminded Board members of the challenge kick-off party on May 7<sup>th</sup> for the Friends of Greenbelt Museum. She announced dates for upcoming City of Greenbelt FY 2006 budget meetings including public hearings on April 25<sup>th</sup> and May 23<sup>rd</sup>. She received a flyer from MNCPPC announcing upcoming community meetings to update the Prince George's County Public Safety Master Plan as well as a flyer from Mt. Calvert Historical and Archaeological Park in Upper Marlboro promoting an event on May 20th. In recognition of Earth Day, she noted that a tree planting and bag giveaway would take place on Saturday from 8:30 – 10 am. She reported that she and Joan Krob, along with the Companion Animal Committee, met with Celia Craze and Jim Sterling of the City of Greenbelt to discuss how GHI, the Committee and the City can work together. In addition, she added that the Committee would like to write to the City Council to encourage the funding of a second

animal control position. Board members asked that this request be added to a future Board agenda. She asked that everyone keep Linda Murphy in their thoughts as she will be undergoing a liver transplant.

9. Board Members

Director Hess stated that he will soon be scheduling an Investment Committee meeting.

Director Moore noted that his electric bill for two months was over \$500.

10. General Manager

General Manager Overdurff said that Asha Baker will be serving as receptionist during Linda Murphy's absence.

Director of Physical Plant Services Ralph encouraged members to closely monitor utility bills and to contact WSSC or PEPCO in the event of a higher than normal bill.

**MOTION: TO ADJOURN.**

Moved: Hess

Seconded: Moore

Carried

The meeting recessed at 8:53 p.m.

Dorothy Lauber  
Secretary