

FINAL GHI Board of Directors  
**Open Meeting**  
**(Virtual Zoom)**  
**May 5, 2022**

Board Members Present: Bilyeu, Brodd, Carter-Woodbridge, Hess, James, Lambert, McKinley, Mortimer

Excused Absences: Luly

Others in Attendance:

Eldon Ralph, General Manager

Deanna Washington, Director of Member Services

Joe Perry, Director of Finance

Onyel Bhola, Director of Technical Services

Jim Morris, Director of Maintenance

Bruce Mangum, Contract Processor

Everett Hitchner, Human Resources Manager

Dave Benack, Audit Committee

Dale Wilding, Audit Committee

Sam Lee, Audit Committee

Maria Silvia Miller

Andrew Penney, Visitor

Barbara Stevens

Shawnda Atkins

Ben Wilhelm

April Ashpes

Ben Fischler

Stephen Holland

Molly Lester

Henry Haslinger

Bill Jones

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: Bilyeu

Carried: 8-0

2. Statements of Closed Meetings

2a. Statement of Closed Meeting Held on April 25, 2022 (Attachment #1)

On April 25, 2022, the members of the WSSC Negotiations Task Force comprised of Board

members Stefan Brodd and Deborah McKinley and staff members Eldon Ralph and Onyel Bhola held a closed meeting, via internet audio/video conference.

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 2-0 vote of Board members Brodd and McKinley prior to its commencement.

2b. Statement of Closed Meeting Held on May 5, 2022 (Attachment #2)

GHI's Board of Directors held a closed meeting at 7:00 PM on May 5, 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 March 17, 2022.	(vii)
2. Consider Approval the Following Contracts: <ul style="list-style-type: none"> <li>• 2022 Contract for Gutter Cleaning – 2nd reading</li> <li>• 2022 Contract for Telephone Services for the GHI Administration Building – 2nd reading</li> <li>• Contracts for Repairs of Two Units Assigned to GHI – 2nd reading</li> <li>• 2022 Contract for Replacing Roofs on Frame Homes and Additions – 1<sup>st</sup> reading</li> <li>• 2022 Contract for Exterior Repairs to Masonry Units – 1<sup>st</sup> reading</li> </ul>	(vi)
3. Member Financial Matter.	(viii)

During the meeting, the Board authorized the following contracts:

1. A contract with DGC Cleaning Services to perform the spring & fall cleaning of gutters for GHI frame, brick, block homes, garages, and flat porch roofs (fall cleaning only) at the contractor’s bid price of \$77,820, plus 10% for contingencies, for a total contract amount not to exceed \$85,602.
2. A one-year contract with Mitel/Chesapeake Telephone System with effect from June 6, 2022, to provide telephone services to GHI with a monthly lease charge of \$703.70 per month or \$8,444.44 per year plus 10% for contingencies (not including taxes, FCC charges, local tariff, or 911 fees) for a total cost not exceeding \$9,290.
3. A contract with Warring Choice Builders to repair a unit assigned to GHI, at the contractor’s bid of \$19,908 plus 10% for contingencies, for a total not to exceed \$21,899.
4. A contract with Warring Choice Builders to repair a unit assigned to GHI, at the contractor’s bid of \$12,128.00 plus 10% for contingencies, for a total not to exceed \$13,341.00

The motion to hold the closed meeting was approved during the open meeting of April 21, 2022, by Directors Bilyeu, Brodd, Carter-Woodbridge, Hess, James, Lambert, Luly, McKinley, and Mortimer.

3. Visitors and Members (Comment Period)

None

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;**

- **Carl A. Malings, Erica B. Frohnhoefer; Joint Tenants.**

Moved: James

Seconded: Hess

Carried: 8-0

**Motion: I move that the Board of Directors approve the following Mutual Ownership recreations;**

- **Manzur Ahmed; Sole Owner;**
- **Chani S. Adams, Ian S. Adams; Tenants By the Entirety.**

Moved: James

Seconded: Hess

Carried: 8-0

5. Committee Reports

Director McKinley reported the Buildings Committee submitted the Plumbing Pipe Replacement Pilot report to President Brodd and General Manager Ralph for review and presentation to the Board. Director McKinley also informed the Board they may be presented with a request from the Buildings Committee to decouple the heating pipe replacement evaluation they were requested to complete by the Board for Parkway Apartments. Director McKinley advised the committee would also be finalizing the swales webinar presentation in the near future.

Director McKinley advised the Storm Water Management Subcommittee is still looking into a community-based mosquito control program. Director McKinley also advised the subcommittee is awaiting a rewrite of a storm water management proposal presented to members for comments.

President Brodd advised the Board had received the Buildings Committee report on the pilot program and after discussing with GM Ralph and Vice-President Lambert, they were leaning towards suggesting the incoming Board hold a work session to discuss the report.

6. For Action or Discussion

6a. Approve Minutes of the Open Meeting Held on March 17, 2022 - (Attachment #3)

**Motion: I move that the Board of Directors approve the minutes of the Open Meeting held on March 17, 2022 as presented.**

Moved: James

Seconded: Hess

Carried: 8-0

6b. Letter from the Legislative Government Affairs Committee to the Board re: Reverse Mortgages - (Attachment #4)



President Brodd thanked Zoe Carter-Woodbridge for her service on the Board during her term. Zoe thanked the Board for their acknowledgement.

President Brodd reminded members about the Annual Meeting on May 12, 2022 at 7:00 pm.

7b. Board Members' Items

Vice-President Lambert reminded members to be kind to one another in the wake of so much going on in the community and the country.

Secretary James thanked Tom Jones for setting up the Candidates Forum.

Director McKinley thanked Zoe Carter-Woodbridge for her service on the Board. Director McKinley also asked if GHI staff has any information on when the engineering report would be received for the stairs being damaged by the Dawn Redwood tree roots. Director of Technical Services, Onyel Bhola, advised the engineering firm is significantly delayed, but they advised her they expected to have the report to GHI by the end of May.

Director Mortimer thanked Zoe Carter-Woodbridge for her service on the Board.

Director Hess thanked Zoe Carter-Woodbridge for her service on the Board.

President Brodd thanked Dale Wilding and Sam Lee for their service on the Audit Committee.

7c. Audit Committee's Items

None

7d. Manager's Items

GM Ralph thanked Zoe Carter-Woodbridge for her service on the Board and Dale Wilding and Sam Lee for their service on the Audit Committee. GM Ralph also advised the Board and members of the onboarding of Rick Carter to the Accounting Manager position and the positive impact Rick is making in the Finance department. GM Ralph advised DTS Bhola would be leaving GHI effective May 19, 2022.

President Brodd thanked DTS Bhola for her service to GHI.

**Motion: To adjourn.**

Moved: Hess

Seconded: Bilyeu

Carried: 8-0

The meeting adjourned at 8:11 pm.

Ed James  
Secretary