

Minutes
GHI BOARD OF DIRECTORS
June 13, 2013

Board Members Present: Hess, James, Jones, Marcavitch, Novinski, Ready and Skolnik

Excused Absences: DeBernardo, McFadden

Others in Attendance:

General Manager Eldon Ralph
Joseph Perry, Director of Finances
Joan Krob, Member Services Director
Brenda Lewis, Director of Human Resources
Tom Sporney, Director of Technical Services
Alvin Shaw, Project Manager
Ben Fischler, Audit Committee

Debbie Cooley, Audit Committee
Jim Cohen, Chair of the GHI Buildings Committee
Stefan Brodd
Lauren Cummings
Ginny Jones
Helen Cornejo
Judith Davis, Mayor of the City of Greenbelt
Aitoria Ross, Recording Secretary

President Ready called the meeting to order at 7:38 p.m.

1. Approval of Agenda

MOTION: TO APPROVE THE AGENDA

Moved: Hess

Seconded: James

Carried 7-0

2. Visitors and Members

Ready welcomed visitors and members. No members or visitors addressed the Board.

3. Approval of Membership Applications

MOTION: THAT THE FOLLOWING MEMBERS ARE ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP IS AFFORDED THEM AT THE TIME OF SETTLEMENT:

- **KELLY MCLAUGHLIN, MATTHEW MCLAUGHLIN, TENANTS BY THE ENTIRETY;**
- **LAUREN E. SCHREIBER, SOLE OWNER;**
- **CARMEN DAVINO, JUDITH DAVINO, TENANTS BY THE ENTIRETY;**
- **PATRICIA SOUMOFF, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 7-0

The final loan approval has not been received for the unit listed in the motion below.

MOTION: THAT THE FOLLOWING MEMBER IS ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP IS AFFORDED HER AT THE TIME OF SETTLEMENT:

- **MONTRESE HAMILTON, SOLE OWNER;**

Moved: James

Seconded: Hess

Carried 7-0

MOTION: THAT THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP RECREATIONS:

- **ELIZABETH R. FAIREY, SOLE OWNER;**
- **ANGELA STARK, CHRISTOPHER STARK, TENANTS BY THE ENTIRETY;**
- **MARTHA LOUISE GAY, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 7-0

MOTION: THAT THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGES:

- **DANA B. CARPIO IS CHANGED TO DANA B. MITCHELL, SOLE OWNER;**
- **MD G CHOUDHURY, SAHANA YESMEEN, IS CHANGED TO MD G CHOUDHURY, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 7-0

4. Committee Reports

The Communications Committee submitted a semi-annual report which was well-received by Ready and Skolnik.

5. Consent Agenda

MOTION: TO ACCEPT THE CONSENT AGENDA.

Moved: James

Seconded: Hess

Carried 7-0

6a. Approval of Minutes: May 9 and May 23 Meetings

APPROVED BY CONSENT: MINUTES FOR THE GHI BOARD MEETINGS OF MAY 9 AND MAY 23, 2013.

6b. Revised Contract for Concrete Repairs, 2nd Reading

APPROVED BY CONSENT: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH JMR CONCRETE FOR THE SPRING REPAIRS OF CONCRETE SIDEWALKS AT THE REMAINDER OF 47 SITES AT ITS BID, \$14,599, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$16,059.

6c. Communications Committee Recommendation for Changes to Newsletter and Communication Production

MOTION: THE BOARD OF DIRECTORS ACCEPTS THE COMMUNICATIONS COMMITTEE RECOMMENDATION TO ELIMINATE THE MONTHLY GREENBELT NEWS-IN-REVIEW ADVERTISEMENT, CHANGE THE GHI COMMUNICATOR FROM A QUARTERLY 8-PAGE NEWSLETTER TO A MONTHLY 2-PAGE FORMAT, AND CONTINUE THE PRODUCTION AND DISTRIBUTION OF A WEEKLY EMAIL NEWSLETTER TO GHI MEMBERS.

Moved: Hess

Seconded: James

Carried 5-1-1

Skolnik opposed; Jones abstained.

6d. Yard Line Committee's Recommendations for 4F Ridge Road

MOTION: THE BOARD OF DIRECTORS RESOLVES THAT THE EXISTING YARD PLAT FOR 4F RIDGE ROAD SHOULD NOT BE MODIFIED.

Moved: Novinski

Seconded: James

Carried 7-0

6e. Allocations of 2012 Budget Surplus

MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING ALLOCATION OF 2012 YEAR-END EXCESS REVENUE OVER EXPENSES: \$ 90,272 TO CONTINGENCY RESERVES, AND \$325,428 TO THE REPLACEMENT RESERVES' FUND DISTRIBUTED AS FOLLOWS AMONG THE THREE HOME GROUPS: FRAME - \$201,765, MASONRY – \$117,154 AND LARGER HOMES - \$6,509.

Moved: Hess

Seconded: Marcavitch

Carried 7-0

6f. Recommendations for Changes to GHI's 401K

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER TO ADOPT A SAFE HARBOR PROVISION TO THE 401(K)

PLAN AND USE THE MATCHING CONTRIBUTION FORMULA WITH AN ENHANCED MATCH OF 4%. ALL GHI EMPLOYEES WILL BE AUTOMATICALLY ENROLLED INTO THE PLAN AFTER ONE MONTH'S EMPLOYMENT, AND CAN DEFER THEIR OWN MONEY INTO THE PLAN (WITHOUT COMPANY MATCH) AND USE THE ROLLOVER PROVISIONS OF THE PLAN. THE DISCRETIONARY FUNDING WILL REMAIN AT 1% UNTIL CHANGED BY THE BOARD.

Moved: Hess

Seconded: Skolnik

Carried 7-0

6g. Proposed Revisions on GHI Rules for Doors

On 26Apr12, the GHI Board directed the Architectural Review Committee to review/revise verbiage/examples of acceptable doors. ARC returned revised rules to the Board on 6Dec12, whereupon it was redirected to consider recommending further specific revisions.

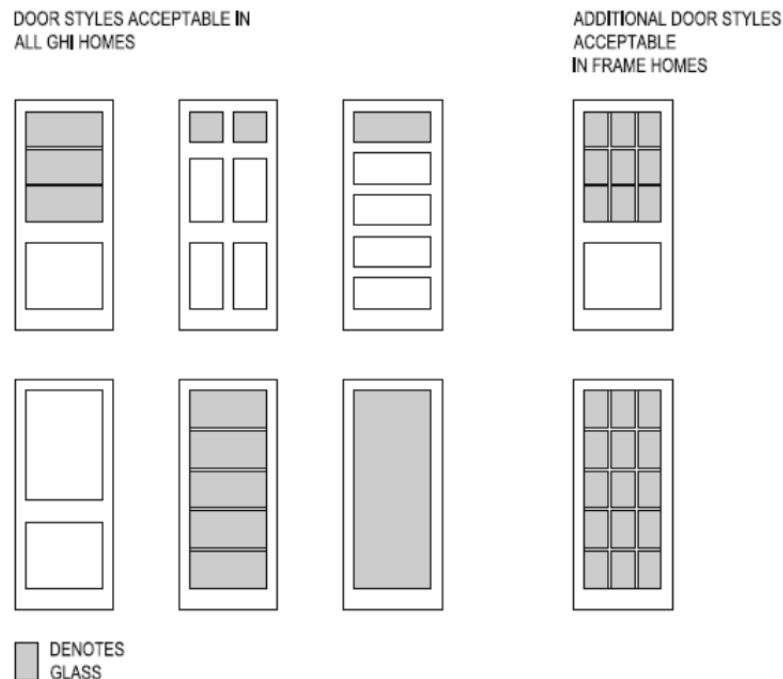
At the ARC meeting of 9Jan13, the committee discussed and recommended changes, as indicated in the following text:

[*italics* – add, ~~strike~~]

§X.N.3.

All exterior replacement doors shall be reviewed and permitted by the Technical Services office.

Exterior doors for replacement use in the original building or existing additions, as well as any exterior doors for new additions, shall be of a simple, rectangular design. These doors may have recessed panels or glass panes. *See figure following for [2nd set of revisions] ~~illustration~~ examples of appropriate doors.*



The following doors are considered *[2nd set of revisions]* **incompatible** with the design of the original building and require approval by the Board of Directors before the Technical Services office will issue a permit.

- Doors with rounded features, scrolling or ornate trim
- Doors with stained, colored, opaque, beveled, edged or otherwise decorative glass
- Doors with *[2nd set of revisions]* ~~vertical or~~ *diagonal muntins [2nd set of revisions], for all homes.*
- *[2nd set of revisions]* **Doors with vertical muntins, for brick and block homes.**

These requirements also apply to storm doors.

~~Visual examples of compatible and incompatible styles may be obtained from the Technical Services office.~~

Security bars on entry doors or storm doors are prohibited.

At the ARC meeting of 8May13, the committee discussed final graphics and voted 6-0 to recommend this full final revision to the Board.

MOTION: THE BOARD OF DIRECTORS APPROVES THE CHANGES TO GHI RULES §X.N.3. REGARDING EXTERIOR DOORS AS RECOMMENDED BY ARC.

Moved: Marcavitch

Seconded: Novinski

Carried 7-0

6h. Contract for Phase 2C of the Pilot Project – 1st Reading

Ralph gave an overview of the pilot program, and Jim Cohen presented a report on Phase 2C of the pilot project.

MOTION: THE BOARD OF DIRECTORS REMOVE EIFS AND EXTERIOR SLAB EDGE FOAM INSULATION FROM PHASE 2C OF THE PILOT PROGRAM.

Moved: Hess

Seconded: Marcavitch

Carried 6-0-1

Jones abstained.

MOTION: MOVE THAT STAFF INVESTIGATE THE COSTS RELATING TO DOORS, VENT FANS, AND INSULATION ON THE FRAME HOMES.

Moved: Hess

Seconded: Jones

Carried 7-0

MOTION #3: MOVE THAT GHI REMIND THE MEMBERS OF THE PILOT PROGRAM OF THE POTENTIAL EXTRA COSTS TO THEM OF THE CASEMENT WINDOWS.

Moved: Hess

Seconded: James

Carried 7-0

7. Items of Information - None discussed.

8. President

Ready said ARC is having a tour Saturday at 9:00 of some of the exceptions that have been approved. She also said the stakeholders meeting went well.

9. Board Members

- Skolnik said as a newbie hoped they will be gentle with him.
- Jones said MOC and the Marketing Committee will jointly manage the Labor Day Booth.
- Fischler mentioned the County Storm Water Fee.

10. Manager

Ralph said of the homes GHI has taken back: one had sold; another will settle shortly; and contracts are pending on the remaining two.

11. Staff

Perry said the Southway storage units are all rented, and the Board stipends will be direct deposited.

MOTION: TO RECESS.

Moved: Hess

Seconded: Marcavitch

Carried 7-0

The meeting recessed at 9:30 p.m.

Ed James
Secretary