

GHI Board of Directors  
**Open Meeting**  
**(Virtual Zoom)**  
**July 15, 2021**

Board Members Present: Bilyeu, Brodd, Carbone, Carter-Woodbridge, James, Lambert, Luly, McKinley and Mortimer

Excused Absence:

Others in Attendance:

Eldon Ralph, General Manager

Tom Sporney, Assistant General Manager

Joe Perry, Director of Finance

George Bachman, Director of Maintenance

Neron Adams-Escalera, Director of Member Services

Stuart Caplan, Director of Technical Services

Bruce Mangum, Contract Processor

David Benack, Audit Committee

Ben Fischler

Carol Mangano

Molly Lester

Stephen Holland

Joe Ralbovsky

Bill Jones

Karen Oslund

Candice Shipp

Karen Gregoire

Michael Zelif

Elizabeth Shepard

Altoria Ross, Recording Secretary

President Brodd called the meeting to order at 7:47 pm.

1. Approval of Agenda

Removed item #6b from the agenda and changed the word “Zoning” to “Map” in item #7a.

**Motion: To approve the agenda as revised.**

Moved: James

Seconded: Carter-Woodbridge

Carried: 9-0

2. Announcement of Closed Meetings

2a. Announcement of Complaint Panel Hearing Held on June 28, 2021

On June 28, 2021, Board members Zoe Carter-Woodbridge, Ed James, and Heather Mortimer met at 6:36 p:m with a representative of a deceased member's estate regarding a complaint matter. The hearing was conducted 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 9-0 vote of the Board of Directors during a closed meeting on May 6, 2021.

2b. Announcement of Complaint Panel Hearing Held on June 29, 2021

On June 29, 2021, Board members Erin Bilyeu, Stefan Brodd, and Denna Lambert met at 6:30 pm with a representative of a deceased member's estate regarding a complaint matter. The hearing was conducted 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 June 3, 2021.

2c. Announcement of Complaint Panel Hearing Held on July 6, 2021

On July 6, 2021, Board members Christopher Carbone, Jason Luly and Deborah McKinley met at 6:45 pm with a member regarding a complaint matter. The hearing was conducted 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 June 3, 2021.

2d. Announcement of a Closed Meeting held on July 1, 2021

GHI's Board of Directors held a closed meeting on July 1, 2021, via internet audio/video conference, with Board members Erin Bilyeu, Stefan Brodd, Christopher Carbone, Zoe Carter-Woodbridge, Ed James, Denna Lambert, Jason Luly, Deborah McKinley, Heather Mortimer, and Audit Committee members David Benack, Sam Lee, and Dale Wilding participating.

The following motion to call the meeting was made during a prior open meeting on July 1, 2021, and approved by Board members Erin Bilyeu, Stefan Brodd, Christopher Carbone, Zoe Carter-Woodbridge, Ed James, Denna Lambert, Jason Luly, Deborah McKinley, and Heather Mortimer.

**Motion: I move that the Board of Directors hold an Executive Session meeting after this Open Session Meeting is adjourned, to discuss the following agenda items, as authorized by the pertinent sub-paragraphs of the Maryland Cooperative Housing Act § 5-6B-19 (e)(1).**

Agenda item	Sub-paragraph of § 5-6B-19 (e)(1)
1. Approve Minutes of Executive Session Meeting held on May 20, 2021	(vii)
2. Approve Minutes of Executive Session Meeting held on June 3, 2021	(vii)
3. A Member Complaint Matter	(iv)
4. Contract with a Recruiting Firm to Fill the Maintenance Director Position – 1 <sup>st</sup> reading	(vi)
5. Selection of an Audit Firm for the 2021 External Audit -1 <sup>st</sup> reading	(vi)
6. 2021 Underground Utilities Repair and Drainage Improvement Contract – 1 <sup>st</sup> reading	(vi)

During the meeting, the Board of Directors authorized the Manager for first and only reading to sign a contract with a recruiting company for hiring a Maintenance Director at 25% of the employee's annualized first year's salary, for a cost not to exceed \$30,000.

The meeting began at 7:04 pm, recessed at 7:44 pm, resumed at 9:40 pm, and adjourned at 10:03 pm.

2e. Announcement of a Closed Meeting held on July 15, 2021

The Board did not finish its meeting but will report on it at a subsequent open meeting.

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:**

- **Teresa A. Gorman, Sole Owner;**
- **Jeffrey A. Lemieux, Anne M. Lemieux, Joint Tenants;**
- **Joan C. Neely, Sole Owner;**
- **Laura E. Bonkosky, Robert J. Rand, Jr., Tenants by the Entirety;**
- **Patricia L. Hall, Nicholas A. Hall, Tenants by the Entirety.**

Moved: James

Seconded: Lambert

Carried: 9-0

5. Committee Reports

Storm Water Management Taskforce: Brodd has appointed Debbie McKinley chair of the taskforce.

Buildings Committee: Brodd has appointed Joe Ralbovsky chair of the committee.

Permits: The taskforce has made progress on its report. It is planning to submit recommendations at the end of August.

RV & Boat Lot Taskforce: The taskforce would like a director to join them.

6. For Action or Discussion6a. Approve Minutes of the Special Open Meeting Held on June 17, 2021- (Attachment #4)

**Motion: I move that the Board of Directors approve the minutes of the Special Open Meeting that was held on June 17, 2021 as presented.**

Moved: James

Seconded: Mortimer

Carried: 9-0

6b. Approve Minutes of the Regular Open Meeting Held on June 17, 2021- (Attachment #5)

The Board of Directors removed the approval of minutes from the agenda.

6c. **Proposal to Build a Gardenside Sunroom at 7-R Research Road**

On April 2, 2021, staff received a permit request with pertinent documents (attachment #6) from the member at 7-R Research Road, who desires to replace an existing deck with a one-story sunroom addition.

The permit request requires an exception to GHI Rule:

§X.F.2, “Additions to the gardenside of the building must extend to the dividing partition between units or leave not less than five feet”, and

Consideration of GHI Rule:

§X.F.3, “The roof lines of an addition should be of the same type as the original structure or blend with the existing lines.

During the ARC meeting on June 30, 2021, the following points were discussed:

- The unit already has a two-story gardenside addition. It spans the full width of the unit (17' wide by 14' deep).
- The existing deck is centered on the end of the addition. It is 10'-6" wide by 8'-6" deep.
- The proposed sunroom would be built using the same footprint as the deck. This would leave 3'-3" between the proposed addition and the shared yard lines on either side. This is 21" short of the 5' minimum requirement.
- Adjacent neighbors (7-Q, S, & T) have given their consent on the proposed sunroom.
- The neighbor at 7-Q would withdraw their consent for the proposed addition if it were built on their shared yard line.
- There is an outdoor heat-pump unit located between the deck and the shared yard line with unit 7-S that would have to be relocated if the proposed sunroom were built on that shared yard line. This is an expense the member cannot afford.
- A concern was raised that if the neighbor on either side (7-Q, 7-S) ever built a gardenside addition deeper than 14' on the shared yard line, it would create a 3'-3" narrow alleyway between the additions. This could make maintenance and access in the event of a fire difficult.
- There was a discussion about creating a memorandum of understanding between the member of 7-R and the members of 7-Q and 7-S that they would relinquish their rights to build on the shared yard lines once their additions got past 14'. This was not deemed feasible as it would have to pass on from member to member as long as the sunroom addition at 7-R remains standing.

The ARC recommended by a vote of 3-2-0 that the Board of Directors grant an exception to GHI Rule §X.F.2 to allow the building of the gardenside sunroom at 7-R Research Road, as proposed.

Reason for the motion: Still allows for 14' deep gardenside additions at 7-Q and 7-S Research without creating areas with limited access.

Reasons against the motion: Creates potential maintenance and safety problems in the future, and it sets a precedent that other members can do the same.

**Motion: I move that the Board of Directors grant an exception to GHI Rule §X.F.2 and §X.F.3 to allow the construction of a gardenside sunroom at 7-R Research Road, as proposed.**

Moved: Luly

Seconded: James

Carried: 8-1

Opposed: McKinley

#### 6d. Hiring an Investment Management Company to Invest GHI Funds

During the closed Board meeting on July 15, 2021, the Board reviewed the opinion of GHI's legal counsel who advised as follows: the Board has authority to engage an investment management company or investment advisor based on Article VIII, Section 9 of the Bylaws which states, in part, as follows: "*The Board of Directors shall have the authority to invest the funds of the Corporation, exercising sound judgment and consulting with independent professionals as appropriate.*" Under this authority, the Board could delegate the day-to-day

management of GHI's investments to an "independent professional," who also would follow the Board's investment policy and would serve as an investment consultant to the Board. However, the Board would retain ultimate responsibility for GHI's investments. The investment manager's performance would be judged under the "Prudent Investor" rule.

The Board may wish to consider whether it should request staff to prepare a request for proposal (RFP) document and obtain bids from investment management companies for investing GHI funds in accordance with GHI's investment policy.

**Motion: I move that the Board of Directors direct staff to prepare a request for proposal (RFP) and obtain bids from investment management companies for investing GHI funds in accordance with GHI's investment policy.**

Moved: Lambert

Seconded: Carter-Woodbridge

Carried: 9-0

6e. Board Resolutions re: Signatures on Documents for Bank and Investment Accounts

Bank Resolutions

National Cooperative Bank (NCB) requires a corporate resolution to be executed. GHI has the following accounts with NCB:

- Greenbelt Homes, Inc. General Checking
- Greenbelt Homes, Inc. Trustee Account
- Greenbelt Homes, Inc. Certificate of Deposit

GHI has the following accounts with Greenbelt Federal Credit Union:

- Greenbelt Homes, Inc. Checking and Savings

Attachment #7a is a copy of the resolution for National Cooperative Bank accounts. Attachment #7b is a copy of the resolution for Greenbelt Federal Credit Union accounts. The Board is requested to approve both of them. It is necessary for the Board President to sign the resolutions and each copy to be witnessed by the Board Secretary.

**Motion: I move that the Board of Directors adopt the National Cooperative Bank corporate authorization resolution as presented on July 15, 2021, and authorize the following individuals as signers: Stefan Brodd, President; Jason Luly, Treasurer; Eldon Ralph, General Manager; Joseph Perry, Jr., Director of Finance, and specify that no fewer than two (2) of the specimen signatures shall be required for actions on these accounts.**

Moved: McKinley

Seconded: Luly

Carried:9-0

**Motion: I move that the Board of Directors adopt the Greenbelt Federal Credit Union corporate authorization resolution as presented on July 15, 2021, and authorize the following individuals as signers: Stefan Brodd, President; Jason Luly, Treasurer; Eldon Ralph, General Manager; Joseph Perry, Jr., Director of Finance, and specify that no**

**fewer than two (2) of the specimen signatures shall be required for actions on these accounts.**

Moved: Lambert

Seconded: Carbone

Carried: 8-0-1

Abstained: James

### Investment Resolution

The Vanguard Group holds a GHI bond mutual fund account and a federal money market account. The recent change in Board officers and GHI staff requires a new corporate resolution. Attachment #7c is a copy of this document for your review.

**Motion: I move that the Board of Directors adopt the corporate resolution with the Vanguard Group as presented on July 15, 2021 for the establishment and maintenance of Vanguard mutual fund, Federal money market, and/or Vanguard brokerage accounts, and authorize the following individuals as signers: Stefan Brodd, President; Jason Luly, Treasurer; Eldon Ralph, General Manager; Joseph Perry, Jr., Director of Finance, and specify that no fewer than two (2) of the specimen signatures shall be required for actions on these accounts.**

Moved: Luly

Seconded: McKinley

Carried: 9-0

#### 6f. Review Report re: Strategic Planning Work Session Held on June 21<sup>st</sup> and June 27, 2021

Ms. Becky Roberts, a strategic planning consultant, facilitated strategic planning work sessions with the Board on June 21<sup>st</sup> and June 27, 2021. The main objectives of the work sessions were as follows:

- To discuss key strategic issues faced by GHI in the coming year.
- To update GHI's annual plan to reflect board priorities for actions in the next year.

The Board will vote on the matter at a subsequent meeting.

#### 6g. Buildings Committee Recommendation re: Heat Pump Water Heaters for Masonry Homes

Acting on a recommendation from the Buildings Committee, the Board passed a motion on September 19, 2019, that directed the Buildings Committee and staff to develop and implement a heat pump water heater pilot program of up to 12 units and report the results no later than June 2020.

A heat pump water heater (HPWH) operates by utilizing heat in the ambient air to heat water utilizing heat pump technology and can cut water heating costs by half or more. The Buildings Committee had recommended the pilot program, to investigate the installation and performance as well as identify costs and rebate amounts. Since the technology uses room air for water heating, the pilot program only included HPWHs installed in the boiler rooms of masonry homes.

Attachment # 9a is a report on the Heat Pump Water Heater Pilot Program that former HIP Director Joe Wiehagen prepared and attachment #9b is staff's analysis of the life cycle costs of a HPWH versus a standard water heater.

On June 2, 2021, the Buildings Committee passed the following motion by a vote of 7-0:

- I move that the Buildings Committee recommend that the Heat Pump Water heater be the default replacement heater for masonry homes that have water heaters in the boiler/utility room/ utility areas so long as the current PEPCO rebate is in effect.

**Motion: I move that the Board of Directors stipulate that the Heat Pump Water heater shall be the default replacement heater for masonry homes that have water heaters in abandoned boiler rooms, as long as the current PEPCO rebate is in effect.**

Moved: Bilyeu

Seconded: Carter-Woodbridge

Carried: 9-0

6h. Proposed Revisions to Procedures re: How to Deal with Moisture/Mold Within the Home

Procedures re: How to Deal with Moisture/Mildew Within the Home (attachment #10a) were formulated in 1993 and are currently included in the GHI Member Handbook. Masonry and frame homes have become more air-tight due to installation of new doors and windows during the HIP and pro-active steps should be continually taken to monitor homes to reduce moisture which could lead to mold.

Staff is therefore submitting a draft of revised procedures re: How to Deal with Moisture/Mold Within the Home (attachment #10b) for the Board's consideration.

The Manager will send a Word document to the Board requesting feedback on the document by the end of the week.

6i. Committee and Staff Recommendations for Improvements to Larger Townhomes & Standalone Units

The 2021 Envelope Improvement Program will be performed on the twenty-nine (29) larger homes at Greenbelt Homes Inc. ("GHI"). These larger homes include the twenty-five (25) large townhomes located at 65 Ct. Ridge Road and 5 Ct. Laurel Hill Road and the four (4) single family units located at 8 Woodland Way, 135-A and 135-B Northway Road, and 133 Greenhill Road.

The larger home building envelopes were last updated starting in 1983 with the larger townhomes and ended in 1985 with the single family units. These improvements are over 35+ years old and beyond their useful life cycle. The larger homes are also the last units in GHI to be updated.

Many of the same products offered to the members of the original masonry and framed units under the HIP program will be offered to the members of the larger homes under this year's improvement program.



Mandatory Improvements will include the replacement of windows and vertical siding at all 29 units, including the 25 trash screens located on the serviceside of the larger townhomes.

In addition to the above improvements, the single family units are scheduled to receive the following mandatory improvements:

- Sliding glass doors (at Kitchen-Dining Room). Does not include 8 Woodland Way. Sliding glass doors replaced in 2018.
- Solid Entry Door with fixed glass side panel. At first floor and basement entrances. Units 135-A and 135-B Northway Road only.
- Solid Entry Door. Basement level. Units 135-A and 135-B Northway Road only.

In summary, improvements will be offered to members, as indicated in the tables below.

Table A lists the mandatory improvements that GHI will undertake. Table B shows the optional improvements that GHI proposes to undertake on behalf of coop members at their expense.

Table A

<b>Mandatory Improvements</b>	<b>Large Townhomes</b>	<b>Single Family</b>
New windows (Horizontal. Slider)	√	√
New windows (Double Hung)		√
New Sliding Glass Doors (at Kitchen-Dining)		√
New Solid Entry Door with fixed glass side		√
New Solid Entry Door**		√
Vertical Vinyl Siding	√	√
* Excludes 8 Woodland Way, and two (2) sliding glass doors with transom at 135A Northway .		
** 135 A & B Northway only.		

Table B

<b>Optional Improvements</b>	<b>Large Townhomes</b>	<b>Single Family</b>
New windows (Casement)	√	
Window Grids	√	√
Hardie Panel		√
Entry Door Hardware (Peephole, kickplate,		√
Attic Insulation (Blown-in R-38)	√	

Exposed Band Board Insulation	√	
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### SPECIFICATIONS (Mandatory Improvements)





#### 1. Windows. Highlights:

- White welded vinyl sash & frame
- Double-pane insulated glass
- Low-E coating
- Window stops as required by code
- Screens – all screen configurations must be designed to allow easy removal and installation
  - Full screens standard for doublehung & casement;
  - half screens standard for horizontal sliders and as specified for doublehung
- All interior hardware to be white.
- Any units specified to include grids (optional) shall be GBG (grill between glass).
- Acceptable manufacturers & brands

	<u>double-hung</u>	<u>horizontal slider</u>	<u>casement</u>
Vytex	Georgetown		3300 series
American Home Center	3000 series		5500 series
Alside	Mezzo		
Acadia	800 series		700 series

#### 2. Entry Doors. Highlights:

- Door skin: high impact compression molded fiberglass reinforced material, smooth finish
- Core: 100 percent CFC-free polyurethane insulation.
- ENERGY STAR rated, Version 6.0
- Paint to be factory applied exterior finish, interior finish white.
- Acceptable manufacturers & brands, or equal

	6-panel / 0-lite	4-panel / 2-lite	2-panel/ half lite	full view (gardenside only)
Acceptable Manufacturers				
Milliken Millwork <a href="http://www.millikenmillwork.com/exterior-doors">http://www.millikenmillwork.com/exterior-doors</a>				
Jeld-Wen <a href="http://www.jeld-wen.com/catalog/exterior-doors">http://www.jeld-wen.com/catalog/exterior-doors</a>				
ThermaTru <a href="http://www.thermatru.com/products/entry/fiberglass-entry-doors/ss/index.aspx">http://www.thermatru.com/products/entry/fiberglass-entry-doors/ss/index.aspx</a>				

**3. Siding. Highlights:**

- (a) .040” thick
- (b) Universal Triple 4” (Solid)
- (c) Smooth finish
- (d) CertainTeed: Vertical Siding
- (e) Colors- selected by the Architectural Review Committee:

Certainteed
Forest (Green)
Sable (brown)
Pacific (blue)
Slate (dark brown)
Cypress (light green)
Oxford Blue
Natural Clay

<b>Certainteed</b>
Savannah Wicker (tan)

**4. Sliding Glass Doors. Highlights:**

- (a) rough opening 60" x 80"
- (b) white vinyl in color
- (c) Low-E/Argon
- (d) Acadia 3100, or equivalent

**5. Options. Staff plans to meet with members of larger homes to review color selections on siding and option choices prior to the award of the Contracts.**

GHI proposes to hire one or more contractors for this work.

Greenbelt Homes Incorporated anticipates awarding the contract for the 2021 Envelope Improvement Program by **September 8, 2021. This information is presented for Board discussion and acceptance.**

**Motion: I move that the GHI Board approve the proposed set of standard and optional improvements for Larger Townhomes and Standalone Units as described above.**

Moved: Bilyeu

Seconded: Mortimer

Carried: 9-0

6j. Proposed Changes to Reporting on Closed Meetings

President Brodd proposes the following changes to reporting on closed meetings, e.g.:

**Statement of a Closed Meeting on *[date]***

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

- Approval of closed meeting minutes (vii)
- Contracts in the negotiation stage (vi)
- Member complaint matters (iv)
- Member financial matters (iv)

The Board approved, for second and final reading, the following contracts:

- *[company]* to perform *[task]*, for a price of...

The motion to close the meeting was approved at the open meeting of *[date]* by Directors Bilyeu, Brodd, Carbone, Carter-Woodbridge, James, Lambert, Luly, McKinley and Mortimer.

**Statement of a Closed Meeting on *[date]***

A Complaint Panel comprised of GHI Directors Brodd, Lambert, and Bilyeu held a closed meeting at 6:30 PM on *[date]* via internet audio/video conference to discuss a member complaint matter, as specified in the Maryland Cooperative Housing Corporation Act § 5-6B-19 (e) (1) (iv).

The motion to close the meeting was approved at the closed meeting of *[date]* by Directors Bilyeu, Brodd, Carbone, Carter-Woodbridge, James, Lambert, Luly, McKinley and Mortimer.

Objective of the proposal: to fully comply with state law and GHI bylaws, while simplifying record keeping and reducing time taken in Board meetings.

1. Refer to a “statement” rather than an “announcement” and include the statement in the minutes of the meeting, but do not read it aloud. Rationale: state law refers to a “statement”; not reading aloud saves time.
2. State the starting time, rather than specific starting and ending times; do not list meeting attendees. Rationale: Closed meetings will now start at the given time in the absence of the former “special open meeting”. Keeping track of ending times and lists of attendees is stressful, difficult, and prone to error. As attendees can arrive and depart during the meeting, it can be unclear how to report an accurate list. Makes it possible to prepare the statement in advance, which leads to greater accuracy and saves time during the meeting.
3. List items to be discussed in the plural form. Rationale: Makes it possible to prepare the statement in advance while remaining accurate, as items may be removed or added to the agenda at the time of the closed meeting. If a category of items is added or removed at the time of the meeting, which is rare, the chair can ask the secretary to make the appropriate change in the statement before it is included in the minutes.

The proposed changes were approved by consensus of the Board.

6k. Resolution in Appreciation of Asst. General Manager Sporney’s Contributions to GHI

Assistant General Manager Sporney will be retiring on August 4, 2021. In honor of his service to GHI, President Brodd is proposing the following resolution for adoption by the Board of Directors:

**RESOLUTION IN APPRECIATION OF DISTINGUISHED SERVICE BY TOM SPORNEY**

**WHEREAS**, Tom Sporney has served the Greenbelt Homes Inc. community for 18 years;

**WHEREAS**, Tom Sporney will retire from Greenbelt Homes Inc. on August 4, 2021;

**WHEREAS**, Tom Sporney has been an invaluable asset to the Board of Directors, and to the management and employees of Greenbelt Homes, Inc., serving in various leadership capacities, including Director of Technical Services, Assistant General Manager and Staff Liaison to various committees and task forces;

**WHEREAS**, throughout his eighteen-year career with Greenbelt Homes Inc., Tom Sporney has served our community with great commitment, expertise, and integrity;

**WHEREAS**, the members of the Board of Directors wish to thank Tom Sporney for his many contributions to the Board of Directors and to Greenbelt Homes Inc.;

**NOW THEREFORE**, be it resolved, that the Board of Directors hereby expresses its gratitude to Tom Sporney for his services and all he has contributed to Greenbelt Homes Inc.; and

**BE IT FURTHER RESOLVED**, that the Board of Directors wishes Tom Sporney continued success in all his endeavors and expresses our hope for his continued good health, happiness, and prosperity.

6l. Motion to Hold a Closed Meeting on August 12, 2021

**Motion: I move to hold a closed meeting of the Board of Directors at 7:00 PM on August 12, 2021.**

Moved: McKinley

Seconded: Bilyeu

Carried: 9-0

7. Items of Information

7a. Update on P.G. Countywide Map Amendment (CMA)

On July 8, 2021, Member Molly Lester presented the following information regarding Prince George's Countywide Map Amendment (CMA):

- The public hearing on the CMA is scheduled for **Monday, September 13th** at 5:00 pm (virtual and in person).
- The hearing will continue Tuesday, September 14th at 5:00 pm if necessary.
- September 29th is close of public testimony.
- Thursday, October 28th is the date the Planning Board is setting for transmitting its recommendations and analysis to the County Council.
- **Tuesday, November 16, 2021** is the proposed date for consideration (and possible passage) of the CMA.

Staff will contact Chad Williams at the Maryland National Capital Parks & Planning Commission to enquire about the status of the Neighborhood Conversation Overlay Zone for Greenbelt.

7b. President's Items

President Brodd mentioned the upcoming hearings regarding the P.G. Countywide Map Amendment.

7c. Board Members' Items

McKinley thanked Tom Sporney for his work on the Permit Taskforce.

7d. Audit Committee's Items

None.

7e. Manager's Items

General Manager Ralph talked about Assistant Manager Tom Sporney's qualities and integrity being instrumental in carrying out his responsibilities at GHI, and he thanked him for his support over the years. Ralph also reported that Neron Adams-Escalera, Director of Member Services, had submitted his resignation. Neron's last day will be August 4, 2021. He also said GHI has made an offer to a candidate for the Director of Maintenance position, and George Bachman has prepared an excellent orientation for him.

**Motion: To adjourn.**

Moved: Carbone

Seconded: McKinley

Carried: 9-0

The meeting adjourned at 9:17 pm.

Ed James  
Secretary