

**Minutes
Board of Directors
GHI Regular Open Session
July 19, 2018**

Board Members Present: Brodd, Hess, Holland, James, Jones, Kapfer, Seely, Skolnik and Watkins

Others in Attendance:

Eldon Ralph, General Manager	Tiffany Perry
Tom Sporney, Assistant General Manager	Kris White
George Bachman, Director of Maintenance	Brett Richards
Molly Lester, Audit Committee Member	Leeann Irwin
Henry Haslinger, Audit Committee Member	Girale Wilson-Takahashi, Recording Secretary
Carol Griffith, Audit Committee Member	

President Skolnik called the meeting to order at 7:46 p.m.

1. Approval of Agenda

Motion: To approve the agenda.

Moved: Hess

Seconded: James

Carried: 9-0

2. Announcement of Executive Session Meeting Held on July 5, 2018

GHI's Board of Directors held an Executive Session meeting on July 5, 2018, in the Board Room of the Administration Building. Board members Stefan Brodd, Chuck Hess, Stephen Holland, Ed James, Bill Jones, Linda Seely, Steve Skolnik and Audit Committee members Carole Griffith, Henry Haslinger and Molly Lester attended the meeting.

The following motion to call this meeting was made during a prior open meeting on the same date and approved by Board members Stefan Brodd, Chuck Hess, Stephen Holland, Ed James, Bill Jones, Linda Seely and Steve Skolnik:

Motion: I move that the Board of Directors adjourn this open meeting for the purpose of conducting a closed meeting to discuss the following matters:

- a) **Approve Minutes of the Executive Session Meeting Held on May 31, 2018**
- b) **Approve Minutes of the Executive Session Meeting Held on June 7, 2018**
- c) **Reconsider Draft Mutual Ownership Contract and Special Needs' Trust for a Prospective Member**
- d) **Member Financial Matters.**
- e) **Consider Price to Acquire the Membership Interest in a GHI Unit**
- f) **Member Complaint Matters**
- g) **Rental Permit granted to a Member**

The meeting commenced at 7:04 p.m., recessed at 7:44 p.m.; resumed at 10:03 pm; and adjourned at 10:40 p.m.

Authority for the above closed meeting was derived from Subtitle 6b of the Maryland Cooperative Housing Corporation Act, § 5-6B-19 “Meetings of cooperative housing corporation open to members of corporation or their agents.” Paragraph (e) (1)

3. Visitors and Members (Comment Period)

Brett Richards expressed his concerns about elderly neighbors at 61C Ridge Road and their lack of maintenance inside the property. GHI is scheduled to inspect the interior of the property on Monday, July 23, 2018.

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:

- **Kathleen V. McNamara, Sole Owner;**
- **Dominik Schmidt, Sara Schmidt, Tenants by the Entirety;**
- **Armando Flores-Martinez, John Salvatore Marchese, Tenants by the Entirety;**
- **Kim P. Reed, Delores M. Moulden, Joint Tenants;**
- **Rita Young, Sole Owner.**

Moved: James

Seconded: Hess

Carried: 9-0

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

- **William C. Van Ormer, Sole Owner, changed to William C. Van Ormer, Lorna L. Van Ormer, Tenants by the Entirety.**

Moved: James

Seconded: Hess

Carried: 9-0

5. Committee and Homes Improvement Program Reports

Homes Improvement Program – Sporney reported:

- Windows – 159 of 303 units completed at (53%)
- Doors – 111 of 303 units completed at (37%)
- Siding – 26 of 205 units completed at (13%)
- Electric baseboard – 228 of 303 units completed at (75%)
- HVAC – 28 of 92 units completed at (30%)
- Masonry crawlspaces – Main crawlspaces 100% complete (not all crawlspaces in some additions are complete)
- Attic – 40 of 125 units completed at (32%)
- Asbestos – 41 of 93 units cleared; of the 41 there are 9 units identified as having asbestos on pipe wrap that is buried in the soil.

Zoning Task Force – Brodd reported meeting scheduled for Thursday, July 26, 2018.

Finance Committee – Hess commented about the finance session that took place last Thursday (July 12th).

Woodlands Committee – Kapfer reported that the Committee met last night (Wednesday, July 18th). The Committee put together a “Woodland Caretakers Program”; they will make their recommendation to the Board. Board may want to weigh in on care of the common area woodlands. Discussed remediation of water catchment areas and will pull together some recommendations to Board after reviewing documents provided by Staff.

Architectural Review Committee– Watkins reported that they approved marketing materials/educational tips for aging in place. No meeting in August.

Bicycle Committee – Met last night (Wednesday, July 18th). They would like to participate in the Greenbelt Labor Day Festival Parade and they would like to utilize Hamilton Place prior to the parade to prepare bikes.

Companion Animal Committee – Skolnik reported that he was unable to attend the last meeting. Kris White and Committee Chair, reported that the Committee focused on a guide that they are developing for companion animals; due to be completed by the end of September.

6. For Action or Discussion

6a. Approve Minutes of Regular Open Session Meeting Held on June 21, 2018

Motion: I move that the Board of Directors approve the minutes of the Regular Open Session meeting held on June 21, 2018 as presented.

Moved: James

Seconded: Hess

Carried: 9-0

6b. Review LGAC Annual Report for 2017-18

Seely presented the Legislative Governing Affairs Committee’s 2017-18 annual report during the Board meeting.

6c. Request by the Member of 2T Laurel Hill Road for an Exception to GHI’s Rules to Install Two Rain Barrels

Ms. Tiffany Perry 2T Laurel Hill Road, submitted a permit request on May 15, 2018 to Technical Services staff for 2 rain barrels that were already installed adjacent to her 4'x6' shed in the gardenside yard. Staff advised that the installation was contrary to GHI rules in several areas:

§XXIII.B. Rain barrels

2. Performance

Barrel capacity (60-132 gallons)

Barrel overflow (The overflow discharge pipe on the barrel must be at least 1½" diameter.)

Mosquito prevention (intact 200-micron mesh screen)

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Downspout connection. Flexible plastic downspout connectors are not permitted. Color. Approved barrels have fixed colors.

3. Appearance

pre-approved Riversafe or RainBox
nonstandard

4. Location / installation

Barrel location. Only one barrel allowed per downspout. Rain barrels on other downspouts require an exception.

Attachment #4. includes details about the permit request and rain barrels.

During the ARC meeting of June 13, 2018, there was some concern among ARC members about the length and appearance of the flexible downspout extension that would be used to divert water when barrel storage has reached capacity. The Committee was also concerned about where the water from this extension would end up. Member is confident water from downspout extension will not cause problems with the unit, foundation, sidewalks, etc.

ARC recommended 4-0-0 that the GHI Board of Directors approve the installation. The reasons for supporting this motion were that it was a sensible location and arrangement; barrels have capacity to meet required needs, mosquito prevention is in place, and overflow capability is adequate. This matter is on the agenda for discussion and/or action.

Motion: I move that the Board of Directors permit the installation of two (2) 45 gallon rain barrels in the gardenside yard at 2-T Laurel Hill Road.

Moved: James

Seconded: Holland

Carried: 7-1-1

Opposed: Hess

Abstained: Jones

6d. Review Minutes of the 2018 Annual Membership Meeting

Attachment #5. is a draft of the minutes of the May 10, 2018 annual membership meeting. After the Board reviews and accepts the minutes, they will be included on the May 9, 2019 annual meeting agenda for review and approval by the membership.

Suggested Motion: I move that the Board of Directors accept the draft minutes for the May 10, 2018 annual membership meeting (as presented/as amended) on July 19, 2018 and direct staff to include them on the agenda for the May 9, 2019 annual membership meeting, for review and approval by the membership.

Motion postponed. Board Members should submit commits to the Secretary within 48 hours.

Items of Information:

7a. Board 12 Month Action Plan and Committee Task List

7b. Monthly GHI and City Calendars

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7c. President's items

- Sunday, July 29th Strategic Planning Session to be held for the Board Members.
- Attended work session last Monday, with City. Discussions included:
 - Disposal of tree/wood waste
 - Maintenance of seven play grounds- City maintains and cost is shared,
 - WSSC water pipes
 - Welcome sign at Southway removed several years ago-City has plans to replace
 - Resolution of right away and encroachment issues
 - PG Re-zoning project update
 - MAGLEV project
 - City Re-surfaced roads that impacted GHI but GHI did not receive prior notice
 - GHI is part of a Cooperative Alliance and sometimes people come to visit and study GHI-recently GHI has had two such visits.

7d. Board Members' items

None.

7e. Audit Committee's items

Molly Lester shared that the Investment Committee is scheduled to meet next week.

7f. Manager's items

Ralph shared information from a letter he received concerning the Traffic Relief Plan; they are also moving forward with the Purple Line in Montgomery and Prince George's Counties.

Sporney reported that several things that came out of the reserves presentations and there was discussion about combining three categories to even out contributions members have to make. There was a question as to whether the threshold should be changed from 2% presently to 0% these questions have been referred to Finance Committee. Sporney reported that Staff had discussion with vendor about issues in the solar power purchase agreement.

Motion: To adjourn.

Moved: Hess

Seconded: Kapfer

Carried: 9-0

The meeting adjourned at 8:46 p.m.

Ed James
Secretary