

**Minutes**  
**GHI BOARD OF DIRECTORS**  
**August 6, 2015**

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

Excused Absences: DeBernardo, McFadden

Others in Attendance:

Eldon Ralph, General Manager	Jim Gray
Tom Sporney, Director of Homes Improvement Program	Anna Socrates
Joan Krob, Director of Member Services	Jenny Jurling
Kandis Wyatt, Audit Committee	Emmett Jordan, Mayor of Greenbelt
Stephen Holland	Jessica Skretch
Barbara Hamilton	Barbara Jacobs
Lauren Cummings	Lloyd & Jean McLaughlin
Beth LeaMond	John Dedeian
Jim Baker	Susan Barnett
Claudia Jones	Chris Endozo
Amy Voight	Montrese Hamilton
Cynthia Rodriguez	Altoria Ross, Recording Secretary

President Skolnik called the meeting to order at 7:32 p.m.

1. Approval of Agenda

**Motion: To approve the agenda.**

Moved: Hess

Seconded: James

Carried 7-0

2. Report on Executive Session

Skolnik said that the Board discussed the possibility of terminating a membership, a member who needs to clean up her unit, information regarding the sale of a membership that had been plagued by legal issues, and took under consideration the financial information of a prospective member.

3. Visitors and Members

Skolnik welcomed visitors and members. Mayor Emmett Jordan said the city is closely working with Pepco's Vegetation Management Project and looks forward to GHI's input and collaboration. Claudia Jones inquired if insulation for siding is still optional and when the Home Improvement Program (HIP) would be completed. Skolnik confirmed that insulation was still an option and the schedule for HIP is set for five years.

4. Approval of Membership Applications

**Motion: That the following members are accepted into the cooperative and membership is afforded them at the time of settlement:**

- **Samuel P. Waite, Kristen L. Wolford, Tenants by the Entirety;**
- **Robert G. Caruso, Frances A. Caruso, Tenant by the Entirety;**
- **Constantine Mavridis, Sole Owner.**

Moved: James

Seconded: Hess

Carried 7-0

**Motion: That the Board of Directors approves the following Mutual Ownership Contract changes:**

- **Paul M. Rall, Patricia A. Rall, Joint Tenants, is changed to Patricia A. Rall, Frances Fendlay, Joint Tenants;**
- **Estate of Arthur J. Maas, is changed to Jeanne Mass, Karen Maas, Joint Tenants.**

Moved: James

Seconded: Hess

Carried 7-0

5. Committee Reports

- Historic Preservation Taskforce - Marcavitch said the taskforce is meeting on August 11 and is discussing education for the membership about historic preservation. Marcavitch also said he appreciated the Architectural Review Committee including the taskforce in conversations regarding the selection of the HIP windows and doors.
- Buildings Committee – Skolnik said the committee is investigating gutter helmets as a method to reduce the need for gutter cleaning services towards saving members money. Additionally, the committee is identifying Pepco poles that have been cut-off and use the data collected to enlist the city's help to have Verizon and Comcast move their cables so those short poles can be removed, along with unused wires and boxes on buildings.

6. Consent Agenda

**Motion: Approve the consent agenda.**

Moved: James

Seconded: Marcavitch

Carried 7-0

6a. 2015 Garage Roof Repairs Contract, 2<sup>nd</sup> Reading, CA

**Approved by Consent Agenda: The Board of Directors authorizes the Manager, for second reading and final passage, to enter into a contract with Hearn Insulation & Improvement for the repairs to garage roofs at 9 Ridge at its bid of \$17,500, plus 10% for contingencies, for a total not to exceed \$19,250.**

7a. Approval of Minutes: June 25, 2015 and July 9, 2015

**MOTION: The Board of Directors does approve the minutes for the June 25, 2015 meeting.**

Moved: James

Seconded: Jones

Carried 5-0-2

Abstain: Hess and Ready

**MOTION: The Board of Directors does approve the minutes for the July 9, 2015 meeting.**

Moved: James

Seconded: Jones

Carried 6-0-1

Abstained: Hess

7b. Assignment of Costs for Non-Reserve Items Installed In Pilot Units During the Pilot Program

The Memorandum of Understanding (MOU) signed by pilot members in 2011 stated:

1. *If the pilot home has improvements which are selected for the community-wide upgrade, and the community-wide upgrade does occur, the pilot member will begin repaying the cost of those improvements when the first community-wide upgrade costs are charged to members.*
2. *The cost of components installed in pilot homes as phase2 of the pilot program, but which are not selected to be part of a community-wide upgrade, will be shared by the membership as a whole, including their maintenance. However, if an alternative component is approved for the community-wide upgrade, the pilot program participants will be responsible for the less costly of the following:*
  - a. *The component installed in the pilot program unit;*
  - b. *The component selected for the community-wide upgrade.*

The following non-reserve pilot improvements were specified by the Board as optional and not required items during the Homes improvement Program:

- Attic insulation
- Exhaust fans
- Wall insulation and siding for (4) block units
- Wall insulation for (8) frame units

Based on the MOU language, it is not clear whether the cost of the above-mentioned improvements should be borne by the specific pilot members who obtained them or by the membership as a whole. The table below shows the costs for the non-reserve components per unit, by home group and also the extended costs. The total overall cost was \$147,162.

Non-reserve component		Unit Cost per Home			Extended Cost per Home Group		
		brick	block	frame	brick	block	frame
attic insulation, air sealing,		\$1,552.38		\$1,238.00	\$12,419		\$9,904
	# units	8		8			
bath exhaust fan		\$1,527.50	\$1,630.42	\$1,363.75	\$12,220	\$19,565	\$10,910
	#	8	12	8			

	units						
wall insulation			\$7,157.50	\$3,985.63		\$28,630	\$31,885
	# units		4	8			
siding			\$5,407.19			\$21,629	
	# units		4				
Total cost per home group					\$24,639	\$69,824	\$52,699
						Total overall cost	\$147,162

**MOTION: The Board of Directors stipulates that costs for attic improvements, bathroom exhaust fans, wall insulation for frame units and siding/wall insulation for block homes that were installed during the Pilot Program, shall be borne by the membership as a whole.**

Moved: Hess

Seconded: Jones

Amended  
and carried  
by a vote  
taken later.

**Amendment: Adding the phrase “for framed units and for block homes”**

Moved: Jones

Failed for  
lack of a  
second

To clarify the intent of the motion the following amendment was offered:

**Amendment: Enumerate the categories in the motion as follows: (1) attic improvements, (2) bathroom exhaust fans, (3) wall insulation, and (4) siding/wall insulation.**

Moved: Ready

Seconded: Jones

Carried 7-0

After discussion, vote was taken and the amendment carried 7-0.

Vote was taken on the motion as amended and carried.

**Motion As Amended: The Board of Directors stipulates that costs for (1) attic improvements, (2) bathroom exhaust fans, (3) wall insulation for frame units and (4) siding/wall insulation for block homes that were installed during the Pilot Program, shall be borne by the membership as a whole.**

Moved: Hess

Seconded: Jones

Carried 7-0

7c. Communication Committee’s Suggestions for Improving Annual Meetings

The Communication Committee submitted ideas for improving future annual membership meetings. Lauren Cummings, Chair of the Communications Committee, presented the committee's suggestions to the Board.

**MOTION: The Board of Directors accepts the memorandum from the Communications Committee with suggestions for improving the conduct of future annual membership meetings.**

Moved: James

Seconded: Hess

Carried 7-0

7d. Presentation from Member re: Cultivating Milkweed in GHI

Beth LeaMond of 36H Ridge Road gave a presentation to the Board recommending the cultivation of milkweed to support Monarch butterflies. Skolnik invited LeaMond to attend the next Woodlands Committee meeting on August 19, and Hess suggested she might want to attend the ARC meeting on August 12.

7e. Review the Board of Directors' Strategic Plan

The Board met on July 19 to update its strategic plan and decide upon the actions that should be implemented during 2015-2016. This item is projected to be discussed at the September 3 Board meeting.

**Consensus: Board should review the revised strategic plan including the 12-month action plan and send their comments to Skolnik by August 12.**

8. Items of Information

Items of information included two articles from the National Association of Housing Cooperative's 2015 Summer Bulletin. This issue's feature article is "How to Handle the Member Hoarder." An excerpt from GHI's Policy on Hoarding is included in the article. Also, this issue includes an article written by GHI's Manager of Human Resources, Maesha McNeill, titled "Preventing a Hostile Work Environment." The Board Action Plan Status & Committee Task List, and the Monthly GHI and City Calendars were also included. In addition on Wednesday, September 12, the city's Green Team will be presenting the municipal solar projects at the City Council Worksession.

9. President

Skolnik asked the Board to pay attention to the Greenbelters list serve and the unofficial GHI group on Facebook since discussions come up that require Board attention. He also said that 91.5% of the frame steam tunnels have been permanently sealed. Skolnik also said he would miss the August 20 Board meeting but that Vice President Ready will chair that meeting.

10. Board Members

**Ready** thanked the Board for its forbearance for her absences from Board meetings. **Hess** said he would be absent from the August 13 Joint Board and Finance Committee work session. **Novinski** said she would arrive late to the board meeting on August 20 and noted the new member social to occur on August 11. **Marcavith** mentioned that schools resume on August 24, and solicited donations of books for the Greenbelt Elementary School PTA's activity during the Labor Day Festival. **Marcavitch** also said he is researching a way to have the same type lettering used on the glass of GHI doors in 1937 reproduced for members to utilize.

11. Manager

General Manager Ralph said that the joint meeting with the Finance Committee and Board on August 13 will be advertised on E-News.

Director of H.I.P. Sporney said Foam Insealators finished work at 9 Court Laurel Hill in seven working days. Insulation work has begun at 54 Court Ridge Road, will proceed to 14 and then to 5 Court Ridge.

**Motion: To adjourn.**

Moved: Hess

Seconded: Marcavitch

Carried 7-0

The meeting adjourned at 9:05 p.m.

Ed James  
Secretary