

**Minutes**  
**GHI Board of Directors**  
**September 15, 2016**

Board Members Present: Brodd, Hess, Holland, James, Jones, Marcavitch, McFadden, Novinski

Excused Absence: Skolnik

Others in Attendance:

Eldon Ralph, General Manager

Linda Orrin

Joe Perry, Director of Finance

Anna Socrates

Joan Krob, Director of Member Services

Jackie Magness

Molly Lester, Audit Committee Member

Cary Coppock

Henry Haslinger, Audit Committee Member

Liz Roslewicz

Paul Kapfer, Audit Committee Member

Jose Tillard

James Clowes

Monica Johnson, Recording Secretary

Dianne Wilkersen

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

**An Executive Session meeting was held on September 15, 2016 at 7:00 p.m. in the GHI Administration Building per the Maryland Cooperative Housing Corporation Act, Section 5-6B-19(e) by unanimous vote of the Board Members taken at an Open Session meeting at 7:03 pm of the same day.**

Vice President Brodd added item 6f to the agenda: Search Profile for Next City Manager

1. Approval of Agenda

**Motion: The Board of Directors does approve the agenda.**

Moved: Hess

Seconded: Jones

Carried: 8-0

2. Report on Executive Session

Brodd reported that the Executive Session is in recess.

3. Visitors and Members (Comment Period)

James Clowes mentioned that nails and other items were left in his yard after the contractors finished working on his unit.

Jose Tillard asked if the Board would decide to include replacing the siding on additions during the Homes Improvements this year, would he be reimbursed back by GHI if he pays in advance for the siding to be done.

Cary Coppock thanked the Board and Mr. Ralph for the help with resolving the issue of the sewage backup at his unit.

#### 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:**

- **Jou Waih Lau and Daniel J. Allen, Tenants by the Entirety;**
- **Kathleen Moors, Sole Owner;**
- **Sarah Schaufler, Sole Owner;**
- **Steven Sommers and Jo Ellen Sommers, Tenants by the Entirety.**

Moved: James

Seconded: Hess

Carried: 8-0

#### 5. Committee Reports

**Legislative and Government Affairs Committee** – Marcavitch mentioned that the LGAC will be meeting on September 26 with the Board on the zoning issue.

**Yard Task Force** – Brodd mentioned that the task force met for the first time and is preparing a survey of how people use their yard, and what they would like to see happen.

**Homes Improvement Program** – Director of Homes Improvement Program Sporney gave the following progress report:

- Windows have been installed in 234 of 327 units (71%);
- Siding has been installed on 156 of 201 units (77%);
- Doors have been installed in 121 of 327 units (37%);
- Electrical baseboards have been installed in 296 of 327 units (90%);
- Mini split heat pumps have been installed in 31 of 47 units (66%); and
- Attics were done two weeks ago.

Sporney also mentioned that as they are replacing the doors, members are finding out that the storm doors will not fit the new frames. Members are given the option to purchase storm doors directly from the vendor at a low price.

#### 6a. Approval of Minutes: August 18, 2016 Special Meeting

**Motion: I move that the Board of Directors approve the minutes for the August 18, 2016 special session meeting.**

Moved: James

Seconded: Hess

Carried: 8-0

#### 6b. Approval of Minutes: August 18, 2016 Regular Meeting

**Motion: I move that the Board of Directors approve the minutes for the August 18, 2016 regular session meeting.**

Moved: James

Seconded: Hess

Carried: 8-0

6c. Certification of Yardlines for 7A-D and 10A-D Hillside Rd

The Yard Line Committee recommends that the Board certify yard plats for 7 A-D Hillside Road and 10A-D Hillside Road that the committee prepared. Staff submitted the recommended yard plats to the pertinent members for comment and did not receive any adverse feedback.

**Motion: I move that the Board of Directors certify yard plats for 7 A-D Hillside and 10 A-D Hillside as presented.**

Moved: Hess

Seconded: Jones

Carried: 8-0

6d. Appoint Ad-hoc Committee to Recommend Changes to GHI's Bylaws

Ralph stated that the Board received a report from an Ad Hoc Bylaws Committee which included seven amendments to GHI's Bylaws that the committee recommended. The Board directed the Manager to submit three of the seven suggested amendments to an attorney for review. Those three amendments were accepted by the Board on April 7 and incorporated into the Bylaws after the membership approved them during the May 12, 2016 annual membership meeting.

The Board decided not to take action on four suggested bylaws' amendments because it felt that there wasn't ample time to fully deliberate them prior to the membership meeting.

Staff recommends that the Board appoint an Ad-Hoc Bylaws Committee as early as possible to review the Bylaws and recommend changes that may be needed. GHI's attorney should also review the Bylaws to ensure that they are up-to date with current laws. The membership should be requested to comment on the Ad-Hoc Bylaws Committee's recommendations before the Board directs that they be voted on for adaptation into the GHI Bylaws by the membership during the May 11, 2017 annual membership meeting.

**Motion: I move that the Board of Directors appoint an Ad-Hoc Bylaws Committee to recommend amendments that should be made to GHI's bylaws. Further, I move that the Board of Directors authorize the Manager to engage an attorney to assist the Ad-Hoc Bylaws Committee with its review of the bylaws.**

Moved: Hess

Seconded: McFadden

Carried: 7-0

Novinski was out of the room during the vote.

6e. Finance Committee's Recommendations re: Other Income Charges for 2017

The Finance Committee recommends that the Board of Directors consider the following proposed fee increases during its evaluation of the 2017 GHI and GDC budgets:

- Rent for storage boiler from \$100 to \$110
- Charge for Fee for Service (skilled labor) from \$60/hr to \$70/hr
- Charge for Fee for Service (correct violation) from \$60/hr to \$75/hr



9. Board Members

Woodlands Committee – James reminded everyone of the Woodlands Plant Swap on September 18 at 2 pm.

Finance Committee – Hess mentioned that the Finance Committee meeting was changed to the 22 of September, and that he will not be able to attend the meeting on September 26 and October 6 Board meeting.

Yardlines Committee – Novinski mentioned that the Yardlines Committee is down to 150 yards that are left to finish.

Jones mentioned that he would not be attending the meeting on September 26.

McFadden also stated that she would not be attending the meeting on September 26.

10. Manager

Ralph mentioned to the Board that Verizon is refusing to send any of their employees into the crawl spaces for any reason, and that he met with two Verizon officials and gave them a background report that shows GHI hired Vertex Engineering to conduct air samples within the crawlspaces showing a negative sample on the asbestos. Ralph mentioned that he will be sending a letter to Verizon to explain their position on this matter.

Ralph updated the Board on the five contractors who attended the pre-bid meeting for the asbestos removal.

Ralph also mentioned that he would be on vacation from September 19 thru September 22.

Molly Lester, Audit Committee member asked whether it was GHI or the City who is responsible for the poles that hold the street signs, and commented on the language for the Special meeting.

**Motion: To Adjourn.**

Moved: Hess

Seconded: Marcavitch

Carried: 8-0

The meeting adjourned at 9:19 p.m.

Ed James  
Secretary