

NOTICE OF MEETING AND AGENDA

**GHI BOARD OF DIRECTORS
REGULAR SESSION
7:45 p.m.**

Thursday, May 20, 2021

**VIRTUAL ZOOM MEETING ROOM
Members & Visitors may attend remotely.**

- 1. Approval of Agenda**
- 2. Certification of Election for Board of Directors and Audit Committee**
- 3. Board Reorganization and Election of Officers**
- 4. Code of Ethics Acknowledgement – (Attachment #1)**
- 5. Announcement of Closed Meetings**
 - a. Announcement of an Executive Session Board Meeting held on May 6, 2021 – (Attachment #2a)
 - b. Announcement of a Complaint Hearing held in a Closed Meeting on May 10, 2021 (Attachment #2b)
- 6. Visitors and Members (Comment Period)**
- 7. Approval of Membership Applications**
- 8. Committee Reports**
- 9. For Action or Discussion**

a. Appointment of Member Complaint Panels	10	minutes	Discussion/Action
b. Designation of GDC Stockholders	5	minutes	Discussion/Action
c. Proposed Meeting Dates from May to December 2021	10	minutes	Discussion/Action
d. Proposed Letter with GHI Comments re: SCMAGLEV Draft Environmental Impact Statement – (Attachment #3)	15	minutes	Discussion/Action
e. Buildings Committee Proposal for a Member Survey re: a Pilot Program Involving the Installation of Electric Vehicle Charging Stations in Rental Garages (Attachment #4)	15	minutes	Discussion/Action
f. Buildings Committee Proposal for a Post-HIP Member Survey – (Attachment #5)	10	minutes	Discussion/Action
g. Approve Motion to Hold an Executive Session Meeting on May 20, 2021 – (Attachment #6)	2	minutes	Discussion/Action
- 10. Items of Information**
 - a. Maryland 2021 End of Session Legislative Report – (Attachment #7)
 - b. Offices Closed on Memorial Day
 - c. Board 12 Month Action Plan and Committee Task List (Attachments #8a – 8b)
 - d. Monthly GHI and City Calendars (Attachments #9a – 9b)
 - e. President's Items
 - f. Board Members' Items
 - g. Audit Committee's Items
 - h. Manager's Items

Ed James, Secretary

NOTE: AT 10:15 P.M., THE BOARD MAY IMMEDIATELY MOVE TO ITEM 10, EVEN IF THE PRECEDING AGENDA ITEMS HAVE NOT BEEN COMPLETED.

GHI offices will remain open on Friday, May 21, 2021



GREENBELT HOMES, INC.

HAMILTON PLACE, GREENBELT, MARYLAND 20770

Area Code (301) 474-4161 Fax (301) 474-4006



MANAGER'S MEMORANDUM

TO: GHI Board of Directors

FROM: Eldon Ralph, General Manager *Eldon Ralph*

DATE: May 13, 2021

SUBJECT: Items for the **GHI REGULAR SESSION** Board Meeting on
May 20, 2021

GHI Open Session

9a. Appointment of Member Complaint Panels

This item is on the agenda so that three complaint panels can be established for the 2021-22 Board term.

9b. Designation of GDC Stockholders

After the election of the 2021-22 GHI Board of Directors, it is necessary to designate Greenbelt Development Corporation (GDC) stockholders. These persons are designated by the GHI Board to hold proxies for GDC stock that GHI owns. Traditionally, the GHI Board grants each GHI Director a proxy for 1/9th of the GHI shares of stock in GDC.

The stockholders will elect a new Board of Directors during the next GDC stockholders' meeting on June 3, 2021.

Suggested motion: I move that each member of the 2021-22 Board of Directors of Greenbelt Homes Inc., namely Stefan Brodd, Zoe Carter-Woodbridge, Ed James, Deborah McKinley, Erin Bilyeu, Christopher Carbone, Chuck Hess, Bill Jones, Denna Lambert, Jason Luly, Heather Mortimer, be granted a proxy for 1/9th of the GHI shares of stock in Greenbelt Development Corporation. These proxies shall remain in force until new proxies are voted.

9c. Proposed Meeting Dates from May to December 2021

The following dates are proposed for Board meetings until the end of 2021:

Thursday, May 27 th	Board orientation program beginning at 7:00 p.m. to be presented by attorney Joe Douglass
Thursday, June 3 rd	Regular Board Meeting
Monday, June 7 th	Work session with the Transition Task Force beginning at 7:00 p.m.
Tuesday, June 15 th	Training session for the Board re: interpreting financial statements beginning at 7:00 p.m.
Thursday, June 17 th	Regular Board Meeting
Monday, June 21 st from 7:00 p.m. to 10:00 p.m. and Sunday, June 27 from 1:00 p.m. to 5:00 p.m.	Work sessions to update the Board's Strategic Action Plan, facilitated by Ms. Becky Roberts of Catoctin Consulting, LLC.
Thursday, July 1 st	Regular Board Meeting
One of the following dates based on the City Council's availability: <ul style="list-style-type: none"> • July 12th • July 13th • July 26th • July 27th • July 28th 	Annual work session with the Greenbelt City Council beginning at 8:00 p.m.
Thursday, July 15 th	Regular Board Meeting
Thursday, August 12 th	Regular Board Meeting
Thursday, August 26 th	Work session beginning at 7:00 p.m. between the Board and Finance Committee re: preliminary discussions about the 2022 budget
Thursday, September 2 nd	Regular Board Meeting
Thursday, September 16 th	Regular Board Meeting
Thursday, October 7 th	Regular Board Meeting
Thursday, October 14 th	Work session beginning at 7:00 p.m. between the Board and Finance Committee re: the first draft of the 2022 budget, followed by a member input session.

Thursday, October 21 st	Regular Board Meeting
Thursday, November 4 th	Regular Board Meeting - 1st reading of the 2020 budget
Thursday, November 18 th	Regular Board Meeting - 2nd reading of the 2020 budget
Thursday, December 2 nd	Regular Board Meeting
Sunday, December 5 th	Membership town hall meeting from 2:00 p.m. to 4:00 p.m.
Thursday, December 16 th	Regular Board Meeting

The Board may approve the schedule of meeting dates by consensus.

9d. Proposed Letter with GHI Comments re: SCMAGLEV Draft Environmental Impact Statement – (Attachment #3)

In March 2018, the Board authorized GHI’s Board President to send a letter to Maryland’s Governor, Congressional Representatives, State Delegates, the P.G. County Council and City of Greenbelt, requesting their support for the “No Build” option within the SCMAGLEV Environmental Impact Statement. On September 3, 2020, the Board established a taskforce to recommend actions that GHI should take to advocate in favor of the “No Build” option.

On January 15, 2021, a Draft Environmental Impact Statement (DEIS) for the proposed SCMAGLEV train project between Baltimore and Washington was published, based on two potential rail routes that would directly and negatively impact GHI and the Greenbelt community. The official comment period for the SCMAGLEV Project runs until May 24, 2021. All comments and information received during this time period will be considered and become part of the official comment record. The comments will be included in and responded to in the Final Environmental Impact Statement (FEIS).

Attachment #3 is a draft letter for the Board with comments on the SCMAGLEV DEIS that the SCMAGLEV task force prepared with assistance from the Communications Committee. After the letter is approved by the Board, it will be submitted to the Maryland Transit Administration in Baltimore, Maryland.

This item is on the agenda for discussion and action.

Suggested motion: I move that the Board of Directors approve the letter with comments on the SCMAGLEV Draft Environmental Impact Statement (as presented/as revised) and direct the Manager to send it to the Maryland Transit Authority prior to the May 24, 2021 deadline.

9e. Buildings Committee Proposal for a Member Survey re: a Pilot Program Involving the Installation of Electric-Vehicle Charging Stations in Rental Garages (Attachment #4)

On December 17, 2020, the Board of Directors passed the following motion:

- ***Motion: I move that the Board of Directors permit the Buildings Committee to design a pilot project for providing electricity to a set of GHI garage units. The Buildings Committee shall provide a report to the Board by June 30, 2021.***

On April 28, 2021, the Buildings Committee recommended by a vote of 7-0-0 that GHI conduct a survey of members who currently rent garages, to ascertain their interest in participating in a Pilot Program that would evaluate the costs and benefits of providing electrical service to garages, particularly for electric vehicle (EV) owners. The EV charging stations would be available for GHI member use only, installed by a contractor chosen by GHI, and be available at no additional cost to GHI members beyond the cost of electricity dispensed.

The Sustainability Subcommittee that is affiliated with the Buildings Committee, developed a descriptive cover letter and survey form (attachment #4) with assistance from the Member Outreach Committee, for the purpose of conducting the member survey.

This item is on the agenda for discussion and action.

Suggested Motion: I move that the Board of Directors direct staff to conduct a survey of members who currently rent garages, by utilizing the survey cover letter and survey form that the Sustainability Subcommittee and the Member Outreach Committee developed, to ascertain member interest in participating in a Pilot Program involving the installation of electric vehicle charging in rental garages.

9f. **Buildings Committee Proposal for a Post-HIP Member Survey – (Attachment #5)**

On April 28, 2021, the Buildings Committee voted (7-0-0) to recommend that the Board request the Communications Committee to conduct a membership survey to collect and analyze member feedback about the recently completed Home Improvement Program. The survey form (attachment #5) was developed for this purpose and is to be distributed to all GHI members.

This item is on the agenda for discussion and action.

Suggested Motion: I move that the Board of Directors direct the Communications Committee to undertake a post-HIP survey, utilizing the survey form that the Buildings Committee developed for this purpose. The Communications Committee shall collect, analyze and summarize the survey responses in a report that would be useful for guiding GHI in planning future home improvement programs.

9g. **Approve Motion to Hold an Executive Session Meeting on May 20, 2021 – (Attachment #6)**

Suggested Motion: I move that the Board of Directors conduct a closed meeting after this open session meeting is adjourned, for the purpose of discussing the following agenda items, as authorized by the pertinent sub-paragraphs of the Maryland Cooperative Housing Act § 5-6B-19 (e)(1) in attachment #6.

Agenda item	Sub-paragraph of § 5-6B-19 (e)(1)
a) Consider Approval of the Following Contracts: <ul style="list-style-type: none"> • 2021 Contract for Spring Concrete Repairs – 2nd reading • 2021 Contract for Parking Lot Repairs – 1st reading 	(vi)
b) Member Complaint Matter	(iv)
c) Member Financial Matters	(viii)

Items of Information

10a. Maryland 2021 End of Session Legislative Report – (Attachment #7)

Attachment #7 is a Maryland 2021 End of Session Legislative Report that was prepared by the Community Association Institute’s Maryland Legislative Action Committee.

10b. Offices Closed on Memorial Day

GHI offices will be closed on Monday, May 31 in observance of Memorial Day; however, emergency maintenance services will be provided to members.

Greenbelt Homes, Inc.
Director's Code of Ethics¹

The board of directors, elected by the membership to serve our housing cooperative, Greenbelt Homes, Inc., is to act as a trusted agent and decision maker for the members' collective interest. The code of ethics developed here is a tool to be used by each board member to guide and inspire actions and decision.

Article I. Director's responsibility to the cooperative

A director has a duty of good faith and responsibility to the cooperative. This means that:

- a) While acting in his or her official capacity, a director shall act in the best interests of the cooperative.
- b) A director shall be diligent to ensure that the cooperative's interests are pursued during the meetings of the board of directors.
- c) A director shall not use the position for personal profit, gain, or other personal advantage over other member shareholders of the cooperative.
- d) A director shall not commit fraud or breach of fiduciary duty in the conduct of the cooperative's affairs.

To carry out this duty, here are some guiding rules to follow:

- i) A director should not advance his or her personal interests while in official session at the expense of the cooperative.
- ii) A director should not make personal attacks on other directors, staff, or member shareholders while performing official duties. Discussion should be directed to the issue, and not to the person who raises an opposing point of view.
- iii) A director shall not accept commissions or rebates that belong to the cooperative for his or her personal gain.

¹Adapted from the Code of Ethics of the National Association of Housing Cooperatives

Article II. Honesty and Good Faith

A director has a duty to use care, skill, and diligence when carrying out official acts. This means that:

- a) A director shall act honestly and in good faith, in a manner reasonably believed to be in the best interests of the cooperative, and with the care that a prudent person in a similar position would use under similar circumstances.
- b) A director shall use his or her best efforts to keep apprised of legislation or regulations that affect the cooperative.
- c) A director shall seek the knowledge necessary to make informed decisions in areas in which the director does not feel competent.
- d) A director shall serve the interests of all member shareholders impartially and without bias.
- e) A director shall advocate that the cooperative comply with applicable laws, codes, contracts, and agreements to which the cooperative is bound.

To carry out this duty, here are some guiding rules to follow:

- i) A director is expected to make a diligent effort to become trained and skilled in the business of cooperative housing in such areas as finance, membership sale values, GHI rules, governance, and oversight.
- ii) A director is expected to obtain a working knowledge of laws that regulate the cooperative, such as fair housing and minimum code restrictions that affect the cooperative and its operations.
- iii) A director is entitled to rely upon information and reports presented by officers or other employees of the cooperative whom the director reasonably believes to be reliable and competent.
- iv) A director is entitled to rely upon legal opinions, financial statements, and other information relating to matters that the director reasonably believes to be within the expertise of the person preparing the information.

Article III. Scope of Authority

A director has a duty to act within the boundaries of his or her authority as defined in the charter and bylaws of the cooperative.

- a) A director shall not represent that he or she has any authority outside of a duly called meeting of the board of directors, unless specifically so empowered by a majority of board members during an official meeting of the Board of Directors.
- b) A director serving in an official capacity shall not violate government laws, including those that regulate the operations of the cooperative.
- c) A director serving in an official capacity shall not violate the cooperative's charter.
- d) A director serving in an official capacity shall not violate the cooperative's bylaws.

To carry out this duty, here are some guidelines to follow:

- i) The corporate charter received from the State of Maryland defines the business that the corporation can conduct. GHI's bylaws describe how the cooperative will be operated.
- ii) As the board of directors is obligated to comply with the bylaws of the cooperative, a director should have a working knowledge of the bylaws. Member shareholders who may have been wronged by the failure of the board of directors to comply with the bylaws may have a case of personal liability against the directors who violate the bylaws.
- iii) A director, as a Board Liaison, shall not represent the board of directors, but should be a conduit of information for committees and the board of directors.

Article IV. Conflict of Interest

A director has a duty to disclose to the Board of Directors every personal conflict of interest involving the cooperative.

- a) A director shall make a prompt and full disclosure of any material personal interest, either direct or indirect, he or she may have in a transaction to which the cooperative is a party.
- b) A director shall not vote on or participate in discussions or deliberations on matters when a conflict is deemed to exist other than to present factual information or to respond to questions presented.
- c) A director shall assure that the minutes properly record his or her abstention on any votes on matters for which a conflict may exist.

To carry out this duty, here is a guiding rule to follow:

- i) A director may vote on an issue that benefits the director if the issue is one that is decided for the general good of the cooperative and the membership. An example is voting to replace windows. If the motion is to replace all windows, you can vote. If the motion is to replace windows only in the houses in your court, don't vote.

Article V. Confidentiality

A director shall not divulge or use for personal gain confidential information learned in one's role as director.

- a) A director shall hold confidential all matters involving the cooperative until such time as there has been general disclosure of that information.
- b) A director shall not have direct access to the member files.
- c) A director shall seek or accept confidential member information only when his or her official duties create a specific, clearly defined need to know.

To carry out this duty, here are some guiding rules to follow:

- i) A director must not reveal confidential bidding information from contractors or divulge unauthorized information about the review of bids.
- ii) A director has a duty to protect the confidentiality of information learned in the applicant screening process.

Article VI. Obligation of Non-interference

A director has a duty to participate in the operations of the cooperative only as authorized in the bylaws.

- a) A director's primary obligation is to participate in the governance and policymaking process of a cooperative, and not in its operations.
- b) A director shall not interfere with the staff's enforcement of the Mutual Ownership Contract (MOC) or GHI rules outside of a meeting of the board of directors.

To carry out this duty, here are some guiding rules to follow:

- i) An individual director is not empowered to provide day-to-day work instructions to staff.
- ii) An individual director does not have authority to waive compliance with any GHI rule or policy of the entire board of directors.

GREENBELT HOMES, INC.
DIRECTOR'S CODE OF ETHICS

I have read the GHI Director's Code of Ethics and agree as a Board Member to be guided by the Code and to use it as a tool in my decision making.

Signed _____ Date _____

Print Name: _____

Announcement of an Executive Session Meeting Held on May 6, 2021

GHI's Board of Directors held an Executive Session meeting on May 6, 2021 via internet audio/video conference, with Board members Stefan Brodd, Zoe Carter-Woodbridge, Chuck Hess, Ed James, Bill Jones, Jason Luly, Deborah McKinley, Sue Ready, Steve Skolnik, and Audit Committee members Sam Lee and Katie McNamara participating.

The following motion to call the meeting was made during a prior open meeting on May 6, 2021 and approved by Board members Stefan Brodd, Zoe Carter-Woodbridge, Chuck Hess, Ed James, Bill Jones, Jason Luly, Deborah McKinley, Sue Ready and Steve Skolnik.

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 the Executive Session Meeting Held on April 1, 2021	(vii)
2. Member Financial Matter	(viii)
3. Request to Allow a Non-Member to Temporarily Reside in a GHI Unit	(iv)
4. Consider Approval of the Following Contracts: <ul style="list-style-type: none"> • 2021 Contract for Replacing Roofs on Attached and Detached Garages – 2nd reading • 2021 Contract for Spring Concrete Repairs – 1st reading 	(vi)
5. Member Complaint Matters	(iv)

During the meeting, the Board approved a contract with Katchmark Construction to replace the existing bitumen roofs on the nine (9) attached and fourteen (14) detached garage roofs at its bid of \$52,684, with a 10% allowance for contingencies, for a total contract amount not to exceed \$57,952.

The meeting began at 7:05 pm, recessed at 7:46 pm reconvened at 9:57 pm, and adjourned at 10:06 pm.

Announcement of a Complaint Hearing Held in a Closed Meeting on May 10, 2021

On May 10, 2021, Board members Stefan Brodd, Zoe Carter-Woodbridge and Bill Jones, held a hearing with two members in adjacent units and two authorized tenants in one of the units, regarding a complaint matter. The hearing was conducted in a closed meeting, via internet audio/video conference. Audit Committee member Katie McNamara attended the hearing.

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 an Executive session meeting on March 18, 2021.

The complaint hearing commenced at 7:00 pm and ended at 8:20 pm.

Draft Comment Letter for the GHI Board
COMMENTS ON THE SCMAGLEV PROJECT DEIS

Date: ___ May, 2021

Memorandum to: Lauren A. Molesworth
Environmental Planning Division Manager
Maryland Transit Administration
Environmental Planning
6 St. Paul Street
Baltimore, MD 21202
email: LMOlesworth@mta.maryland.gov

Marlys Osterhues
Chief, Environment and Project Engineering Division
Federal Railroad Administration
1200 New Jersey Avenue, SE
Washington, DC 20590
email: marlys.osterhues@dot.gov

CC: *[FOR THE BOARD TO DECIDE – RECIPIENTS LIKELY INCLUDE THE CITY and COUNTY COUNCILS, the state legislative delegation, Rep. Hoyer, Senators Cardin and Van Hollen, and maybe the M-NCPPC]*

We are writing on behalf of the member-owners of Greenbelt Homes, Incorporated (GHI) to provide comment on the Draft Environmental Impact Statement (DEIS) for the SCMAGLEV Project. **GHI and its members support the NO-BUILD Alternative.**

Greenbelt Homes, Inc. (GHI) is part of the federally built town with a surrounding “green belt” that was conceived and constructed in the 1930s and 1940s under the New Deal and is now listed as a National Historic Landmark. The Greenbelt National Historic Landmark includes an extensive forest preserve maintained by the City of Greenbelt (hereinafter “the City” or “Greenbelt”), the Roosevelt Center commercial area, and the GHI area consisting of the 1,600 housing units occupied by GHI members, 60 apartment units, and 250.7 acres of land cooperatively owned by the members of GHI. All of the Greenbelt National Historic Landmark is in close proximity to the planned maglev project.

Since its inception, GHI has continued to offer affordable housing in the costly DC housing market. (In 2018, the median home price in Greenbelt was 189 percent lower than the median house price in Washington, DC, and all but one of the GHI houses sold in that year sales were below the median house price in Prince George’s County, most by \$100,000 or more.) Hence, GHI meets a critical need for home ownership that is accessible to low- and moderate-income wage earners and to retirees and others living on a fixed income. GHI’s residents are attracted to the community by the ease of

walking and biking on the internal paths built into our design, the accessibility to nearby wooded greenspace and the proximity to amenities for daily living, social life, entertainment, and recreation at the Roosevelt Center or nearby. Our community consists of people who are committed to environmental quality highly value our ready access to parks, greenspaces and the green canopy that is always within our view despite the expressways that border the edges of the community.

We begin our comments with this description because it is salient to our advocacy for the NO-BUILD alternative and our opposition to all the proposed maglev alignments in the DEIS. Many of the aspects of our quality of life that are described above would suffer immediate and on-going negative impacts—harm that cannot be easily mitigated—should the maglev be built along any of the proposed alignments. We will summarize here our many concerns about the DEIS and the project that contribute to our judgment in support of the NO-BUILD Alternative.

The DEIS is too vague and too full of general promises rather than specific details about and commitment to ameliorative actions for the negative impacts on our community discussed below. We note at the onset that the DEIS delays detailed attention to legally required remediation and mitigation to later in the process **after** the selection of a final alternative. This hampers our ability to evaluate the adequacy of the attention to the many environmental impacts of the project and plans for ameliorating them. Many examples are detailed in comments being submitted by the city, as well as by the Maryland Coalition for Responsible Transit (MCRT) and the Citizens Against the SCMagLev (CATS). The solution here is that the Federal Railroad Administration (FRA) must develop a supplemental DEIS that addresses the missing information and analyses detailed in the city's comments and the MCRT/CATS comments.

Four concerns are of specifically relevant to the GHI community:

1. **Vibration and Noise Impacts from operation of the proposed project:** The DEIS does not provide independently verified data and analyses on the potential impacts of vibration and noise created by the proposed project, although such data could be collected using the existing SCMagLev in Japan. This raises significant questions about how the proposed project could impact the 1600 GHI homes. Our homes include a mix of masonry and concrete foundations supporting and both masonry and frame superstructures. Such buildings do not respond well to vibrations, with a tendency to crack due to vibration. Cracks lead to water infiltration, which causes deterioration of the structures. Such impacts to the Greenbelt National Historic Landmark are not identified by the DEIS.
2. **Construction Impacts:** Although the DEIS maps do not show construction impacts to the land owned by GHI, the DEIS states that the construction limits of disturbance (LOD) may change if the project moves into final design and construction so we do not know if our land will be directly impacted. Even if the project LOD does not change, various impacts to GHI can be expected but are not identified in the DEIS. Vibration and noise during construction could also

impact the 1600 GHI homes, also leading to damage to and deterioration of the structures. Access and haul roads as defined in the DEIS would not use residential streets within GHI, but these are also noted to perhaps be changed if the project moves into final design and construction. Our residential streets are not designed to handle heavy use by large construction vehicles, and such use would have air quality, safety, and financial impacts to our community. Additionally, the DEIS fails to identify two closed landfills in Greenbelt: one within the LOD for Alignment J1 at the Northway Fields and adjacent parts of the Forest Preserve, and one near the LOD for Alignment J1 on GHI land.

3. **Impacts to Greenbelt's Green Belt:** The original New Deal plans for Greenbelt included a "green belt" of forests, gardens, and small farms. Most of this green belt has been lost to transportation, residential, and commercial development. The people of Greenbelt value the remaining portions of the green belt, placing these lands under protection in the city's Forest Preserve and GHI's woodlands. As a significant features of Greenbelt's original design these protected forests and gardens are contributing elements to the Greenbelt National Historic Landmark. Alignment J1 would destroy approximately 25% of these protected lands, while significantly impacting the enjoyment and use of the rest of these protected lands. Greenbelt's protected lands are especially valuable as an integral part of a connected complex of federal lands that is the last large green space between Baltimore and Washington and one of the largest spans of contiguous forest on the East Coast between Richmond and Boston. The proposed project would destroy more than 250 acres of this complex, including Greenbelt forest and forests in the Patuxent Research Refuge, the Beltsville Agricultural Research Center, and the Baltimore-Washington Parkway. The DEIS insufficiently accounts for these impacts and the inability to mitigate these losses.

4. **Closure of the Spellman Overpass:** This comment is about information in Chapter 3 of the DEIS ("Alternatives Considered"), on pages 3-38 and 3-39. Table 3.4-7 ("Summary of Permanent Existing Public Roadway Relocations") lists "Closure of Spellman Overpass over BWP, Greenbelt, MD" under the column headed "Common Route." This is within section 3.3.2.10 ("Permanent Relocation of Public Roadways"), which states that "the Project Sponsor identified several locations where existing public roadways would be permanently relocated or changed to accommodate the SCMAGLEV Project." Readers are told to "refer to Appendix B.1 and Appendix G.2 for mapping illustrating the roadway relocations." However, these appendices show the proposed alignments hundreds of feet east of the Spellman Overpass. The maps in the appendices do not even label the Spellman Overpass. The DEIS contains no explanation of why the Spellman Overpass would have to be permanently closed. Permanent closure of the Spellman Overpass would have an unacceptably negative impact on the residents of Greenbelt. The Spellman Overpass is an important link in the pedestrian and bicycle infrastructure of our walkable/bikeable city, providing connectivity from the Historic Greenbelt to the

East section of Greenbelt without walking or biking on major highways. It is especially important for students and staff of Eleanor Roosevelt High School and for workers at NASA's Goddard Space Flight Center who walk or bike to work.

The DEIS (on page 4.6-10) describes "Baltimore-Washington Rapid Rail/The Northeast Maglev (BWRR/TNEM)" as "the Project Sponsor." On April 30, 2021, The Northeast Maglev (TNEM) posted to their Facebook account that the inclusion of a permanent removal of the Spellman Overpass in the DEIS "is absolutely not accurate under any build alternatives that are being studied." However, TNEM's Facebook post went on to state that "your comments will ensure that this error is not included in the Final Environmental Impact Statement." Thus, we are including this comment to ensure that further planning leaves the Spellman Overpass in place.

In conclusion, for the reasons outlined above and because the lack of transparency in the DEIS that prevents us from considered judgement regarding treatment of known impacts and potential additional impacts, we call for rejection of the DEIS and discontinuation of the planning for the proposed project. We can only support the NO-BUILD Alternative.

Thank you for your attention to our concerns.

Names and signatures of the GHI Board

Survey Cover Letter:

Hello [Renting Member Name]

GHI's Sustainability Subcommittee is considering the row of GHI garages that includes the garage you currently rent [Rental Garage] for a pilot project involving electrical hook-up. Standard wall plugs, as well as higher voltage plugs, would be installed inside the garage. The purpose of this pilot would be to evaluate the costs and benefits of providing electrical service to the garage, in particular for electric-vehicle owners.

Your rental rate will not be changed as a result of this pilot program, and you will not be charged for any part of the installation as the renter. However, the electricity you use in the garage would be added to your current monthly electrical bill at the same rate used for your home.

In order to help GHI better understand your use of your garage and how you might be affected by the pilot program, please answer the questions on the following page and return by [DATE] to [Physical location] or scan and email to [Email address]. Your participation in this process will make a significant difference.

Thank you for helping our cooperative develop creative solutions to serve our members and our cooperative as a whole. If there are any developments in the pilot program process that would affect you or your rental garage, we will keep you informed and involved.

Cooperatively,

The Sustainability Subcommittee
with the Member Outreach Committee

Survey Format:

Electricity in GHI Garages Pilot Program Feedback Form

Please complete and return to [physical location] or email to [email address] by [DATE].

Please indicate the following:

- Name:
- Home address:
- Garage number (including court):
- Best way to contact you if we have further questions:
- Would you use electricity in your garage if it were made available to you?
- If so, please indicate with an "X" which of the following uses:
 - Installing lighting in the garage _____
 - Installing a garage-door opener _____
 - Charging an electric vehicle _____
 - Occasionally using appliances that you would unplug after use (vacuum, air compressor, hand-held power tools, etc...) _____
 - Something else: _____
- Do you currently store a vehicle in your rental garage?
 - If so, what type? (Car / Motorcycle / Other)
 - Do you currently have an electric vehicle?
 - If you do not currently have an electric vehicle, would you be interested in acquiring one if GHI paid for the installation of electrical hookups in your GHI garage?

There are a few more quick questions on the reverse side of this page.

Only answer the following questions if you would not use electricity in your rented GHI garage.

- If you would not use electricity in your rented GHI garage, would you be willing to change rental garages with a member who did want to use electricity in their garage if:
 - Your new rental garage location was in the same row?
 - Yes
 - No
 - Your new rental garage location was at the same court?
 - Yes
 - No
 - Your new rental garage location was less than 100 yards away?
 - Yes
 - No

Only answer the following questions if your current GHI garage is not located at the court in which you reside, AND you would not use electricity in your rented GHI garage.

- Would you be willing to change rental garages if your new rental garage was more than 100 yards away from its current location, but closer to your home?
 - Yes
 - No
- Would you be willing to change rental garages if your new rental garage location was more than 100 yards away from its current location, but not necessarily closer to your home?
 - Yes
 - No

Thank you for your participation! Please return to [physical location] or email to [email address] by [DATE].

Survey:

The Homes Improvement Program 2015-2020 is done. GHI would like to know how it went for you and what services we can continue to provide. Please help by filling out this brief two-page POST-HIP survey. The information you provide below will guide GHI service and help members now and in the future.

Select What Applies to Your Unit:

Building Type	Block	Brick	Frame
Unit Position	Middle	End	
All New HIP Windows	yes	no	
Enter Number New HIP Doors (0 1 2)			
Enter Storm Doors (new or reinstall) (0 1 2)			
New HIP Wall Insulation	yes	no	
New HIP Baseboard Heaters	yes	no	
New HIP Digital Thermostats	yes	no	
New HIP Mini-split Heat Pump	yes	no	
New HIP Attic Insulation – All	yes	no	
New HIP Attic Insulation – Partial	yes	no	
Thru-Wall AC – Kept	yes	no	
Thru-Wall AC – Removed as part of HIP (hole sealed)	yes	no	
New HIP Mail Slot	yes	no	

1) Your ability to make the TEMPERATURE in your house comfortable in WINTER is

- a) worse b) no change c) better d) not applicable

2) Your ELECTRICITY usage in WINTER is

- a) more b) no change c) less d) not applicable

3) Your ability to make the TEMPERATURE in your house comfortable in SUMMER is

- a) worse b) no change c) better d) not applicable

4) Your ELECTRICITY usage in SUMMER is

- a) more b) no change c) less d) not applicable

5) Your ability to control HUMIDITY in your house after HIP is

- a) worse b) no change c) better d) not applicable

6) Circle all the seasons that you feel have too high humidity.

- a) winter b) spring c) summer d) fall

Continued on Next Page

7) Do you use a bathroom fan to control humidity in your home?

- a) yes b) no c) don't know d) not applicable

8) Do you wish to see usage and maintenance tutorials on the items installed during HIP or other items in your unit? If yes, list which items in the comments section.

- a) yes b) no

9) Are you satisfied with your HIP modifications?

- a) yes b) no c) not applicable

10) Did you find the costs worth it?

- a) yes b) no c) not applicable

Please give any additional comments about your experiences of HIP and what you would like to see for the future....

Maryland Cooperative Housing Act § 5-6B-19 (e)(1): Purposes for Holding a Meeting in Closed Session

5-6B-19(e)(1) A meeting of a cooperative housing corporation may be held in closed session only for the purpose of:

- (i) Discussing matters pertaining to employees and personnel;
- (ii) Protecting the privacy or reputation of individuals in matters not related to the business of the cooperative housing corporation;
- (iii) Consulting with legal counsel on legal matters;
- (iv) Consulting with staff personnel, consultants, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters;
- (v) Conducting investigative proceedings concerning possible or actual criminal misconduct;
- (vi) Considering the terms or conditions of a business transaction in the negotiation stage if the disclosure could adversely affect the economic interests of the cooperative housing corporation;
- (vii) Complying with a specific constitutional, statutory, or judicially imposed requirement protecting particular proceedings or matters from public disclosure; or
- (viii) Discussing individual owner assessment accounts.

Maryland 2021 End of Session Legislative Report

Dear Eldon,

During the 2021 session of the Maryland General Assembly, more than 2,300 bills were introduced. The Maryland Legislative Action Committee (MD-LAC) had a very busy and successful legislative session virtually advocating for the 6,700 community associations within the State. The MD-LAC successfully facilitated the passage of one of its main legislative priorities, which allows for community associations to hold meetings virtually.

More than 80 bills impacting community associations were introduced, many of which did not end up passing due to the legislature's other priorities, such as police reform, juvenile justice, and landlord tenant regulations. The following bills impacting Maryland cooperatives, condominiums and homeowner associations were passed by the General Assembly and will be effective on October 1, 2021, unless otherwise stated:

HB 110/SB 144: Electric Vehicle Recharging Equipment for Multifamily Units Act. CAI MD-LAC successfully supported the passage of this bill which provides that certain provisions of a recorded covenant or restriction, a declaration, or the bylaws or rules of a condominium or homeowners association are void and unenforceable if they prohibit or unreasonably restrict the installation or use of electric vehicle recharging equipment. It also requires that certain owners of electric vehicle recharging equipment to be responsible for certain costs and disclosures, while also requiring a unit owner or lot owner to obtain certain permits or approval.

Status: PASSED

HB 322: Real Property - Restrictions on Use - Low-Impact Landscaping. CAI MD-LAC successfully supported the passage of this legislation, which prohibits certain restrictions on use from imposing unreasonable limitations on low-impact landscaping such as rain gardens, pollinator gardens, and xeriscaping. This legislation also requires the property owner to regularly maintain landscaping and provides that ""unreasonable limitations"" includes items that increase the cost and efficiency of the low-impact program. HB 322 provides that the Act may not be construed to prohibit a certain restriction on use from including certain reasonable guideline.

Status: PASSED

HB 567: Montgomery County - Cooperative Housing Corporations, Condominiums, and Homeowners Associations - Reserve Studies MC 3-21. While CAI MD-LAC opposed this legislation, it ended up passing this legislative session due to being a local bill and as courtesy to the Montgomery country delegation. This bill requires the governing body of certain cooperative housing corporations in Montgomery County to have a certain reserve study conducted of the common elements of the cooperative housing corporation within 5 years after the date of the initial reserve and updated at least every 5 years under certain circumstances. It also requires the reserve study conducted of the common elements of a cooperative housing corporation in Montgomery County to meet certain criteria.

Status: PASSED

HB 1023/SB 686: Real Property - Condominiums, Homeowners Associations, and Cooperative Housing Corporations - Virtual Meetings. This legislation was one of two CAI MD-LAC legislative priorities for the 2021 legislative session. The MD-LAC is happy to report the passage of this bill which authorizes the governing body of a condominium, homeowners association, or cooperative housing corporation, notwithstanding language contained in the governing documents of the Corporation, to authorize certain meetings to be conducted or attended by certain electronic means. It also authorizes certain individuals who attend a meeting by certain electronic means to be deemed present for quorum and voting purposes, while also authorizing certain matters to be set for a vote at a certain virtual meeting under certain circumstances.

Status: PASSED

HB 1347: Real Property - Impermissible Restrictions on Use - Portable Basketball Apparatuses. CAI's MD-LAC supported this legislation which prohibits certain restrictions on use regarding land from imposing unreasonable limitations on the location and use of a portable basketball apparatus provided that the property owner owns or has the right to exclusive use of the area in which placement and use of the portable basketball apparatus is to occur.

Status: PASSED

In addition to the bills that passed, the MD-LAC took a position on the following bills that did not pass:

HB 313: Cooperative Housing Corporations, Condominiums, and Homeowners Associations - Reserve Studies - Statewide. With the assistance of the strong grass roots opposition from CAI members, the MD-LAC was able to assist in the failure of HB 313. This bill would have required the governing body of certain cooperative housing corporations in the State to have a reserve study conducted of the common elements of the cooperative housing corporation by a certain date and updated at certain intervals under certain circumstances. This legislation also would have required the reserve study conducted of the common elements of a cooperative housing corporation to meet certain criteria, while also requiring

the annual budget of a cooperative housing corporation to include certain information under certain circumstances. If these new mandates had passed, they would have placed excessive costs and budgeting requirements on many associations where they may not be necessary. More than 400 CAI advocates sent almost 4,000 emails to the Senate Judicial Proceedings Committee opposing this legislation mandating reserve studies throughout the state of Maryland.

Status: FAILED

HB 361: Real Property - Governing Bodies of Common Ownership Communities - Member Training. CAI successfully opposed this legislation which would have required each member of a board of directors or officer of a council of unit owners of a condominium and each member of a governing body of a homeowners association to successfully complete a certain training curriculum within 90 days after the individual is first elected or appointed or, for an individual in office on October 1, 2021. This bill also would have required a certain governing body to certify that a certain member or officer has completed certain training and retain copies of certain certificates. This legislation was in direct conflict with CAI's Board Member Education public policy.

Status: FAILED

HB 367: Real Property - Regulation of Common Ownership Community Managers. With the assistance of the strong grass roots opposition from CAI members, the MD-LAC was able to assist in the failure of HB 367. This bill would have created the State Board of Common Ownership Community Managers in the Maryland Department of Labor to oversee the licensing of community managers who provide management services for common ownership communities. The purpose of the Board would have been to adopt rules of conduct for licensees, establish training programs for the issuing of certain licenses, and education for individuals who have been issued a certain license. In addition to individual fees attached to each license and the community association registration fee, this bill would have cost CAI members and Maryland taxpayers more than \$100,000 over the next year for the state to establish this Common Interest Community Association Board. More than 160 CAI advocates sent almost 1,500 emails to the Senate Judicial Proceedings Committee opposing this legislation mandating licensure of community association managers in the State of Maryland.

Status: FAILED

HB 826: Real Property - Condominiums and Homeowners Associations - Dispute Settlement. Unfortunately, this legislation which was a CAI MD-LAC legislative priority failed to pass during the 2021 legislative session. This bill would have altered the procedures a council of unit owners or a board of directors of a condominium shall take before a penalty for a violation of the rules of the condominium can be imposed on an alleged violator. It also would have altered the procedures a council of unit owners or a board of directors shall take if an alleged violator does not comply with a certain written demand to cease and desist in a certain period of time. The MD-LAC will reconsider introducing this legislation again in 2022.

Status: FAILED

SB 210/HB 508: COVID-19 Claim - Civil Immunity. CAI's MD-LAC supported this legislation which would have provided civil immunity from liability for a COVID-19 claim to a person who acts in compliance with certain statutes, rules, regulations, executive orders, and agency orders, unless the person acted with gross negligence or intentional wrongdoing. If this bill had been successful, community associations in Maryland would have received civil immunity from COVID-19 related claims.

Status: FAILED

Your Assistance is Needed

The MD-LAC uses a professional, paid lobbyist as a vital and integral part of the legislative process. As volunteers, MD-LAC members significantly rely on this highly effective professional representation.

Expenses incurred by the LAC are paid for with donations and by Advocacy Fund fees. Corporate contributions are allowed and appreciated. Most community association boards can legally allocate money to support the MD-LAC. We welcome any donations. Donations should be made payable to CAI Maryland LAC and mailed to:

Maryland Legislative Action Committee

Post Office Box 6636

Annapolis, Maryland 21401

If you wish to donate online, visit www.caionline.org/lacdonate/.

Sincerely,

CAI Maryland Legislative Action Committee

Board Action Plan Updated on 12-13-2020
Status as of 5-13-2021

2-5 Yr. Strategy		#	GHI 2019-2020 (12 Month) Strategic Action Plan Work Plan: Actions	Priority	Board	Cmt	Staff	Comments on status	Status
Goal	Objective								
A. Buildings & Property	A.1. Complete HIP through 2020	A.1.a	Complete Year 5 and 5+ of HIP.	A	X		X	Completed	Complete
		A.1.b	Continue member education - continue E-Newsletter updates, webinars.	A	X	BLD & COM	X	Completed.	Complete
		A.1.c	Continue frame crawl space improvements including asbestos removal.	A	X		X	Completed.	Complete
		A.1.d	Continue documentation of HIP for posterity. Staff and the contractor should prepare a report summary at the end of each year to be submitted to the Board of Directors (BOD).	B	X		X	Completed. A final report regarding the HIP was presented to the Board on May 6, 2021.	Complete
		A.1.e	Arrange a function to celebrate successful HIP completion.	B	X	MOC	X	Currently being planned by the MOC	In process
	A.2. Implement sustainable practices	A.2.a	Install solar PVES in the admin complex.	A	X		X	During the 5/11/18 annual meeting, the membership gave approval to proceed with the project. On 9/6/18, the Board approved a power purchase contract agreement with SES Inc. Installation of the panels is complete and the contractor is awaiting Pepco's approval to turn on the system. On May 6, 2021, the Board decided to establish a task force to renegotiate the contract with SES Inc. to a pre-power purchase agreement.	In process
		A.2.b	Investigate the feasibility of installing a solar hot water system for the Parkway Apts.	B	X	BLD	X	On hold. Board to ask the Buildings Committee to resume work on this assignment.	Started.
		A.2.c	Implement pilot program for testing performance of heat-pump water heaters.	B	X	BLD	X	All eleven units have been installed in crawlspaces of masonry homes. Staff will continue to monitor the performance of these units.	In process
	A.3. Maintain & protect buildings & grounds	A.3.a	Correct sandblasting and crack damage and repaint mortar joints on brick units.	A	X		X	Repairs were done to 10 units in 2019 and to 22 units in 2020.	In process

Item 10c. Attachment #8a

Board Action Plan Updated on 12-13-2020
Status as of 5-13-2021

A.3.b	Continue to study program for inspections of building exteriors and yards.	A	X	EBYITF	X	On February 18, 2021, the Board accepted a report from the Yards and Exteriors Task Force and decided the scope of an inspection program for 2021.	Complete
A.3.c	Negotiations with WSSC re: water pipe replacements for masonry homes.	A	X		X	Board and the City of Greenbelt sent a letter to WSSC's General Manager in 2019, asking for negotiations to be resumed and pipes to be replaced in conformance with the 1958 agreement. WSSC's General Manager responded on Jan 31, 2020. On November 3, 2020, a joint letter signed by the Board President and City of Greenbelt Mayor was sent in response to the WSSC's Manager's letter. On March 4, 2021, the Board discussed WSSC's response to the November 3, 2020 letter and decided that GHI would accept WSSC's position to not replace the pipes at this time; but honor the 1958 agreement to operate and maintain GHI's water and sewer systems.	Complete
A.3.d	Consider appropriate solutions for fencing, sheds, plants, rain barrels, patios, etc.	B	X	ARC	X	The Board approved changes to GHI's rules for fences on August 20, 2020.	In process
A.3.e	Storm Water Management Task Force continues to address drainage issues.	B	X	SWTF	X	On 2/7/2019, the Board of Directors accepted the SWMTF's proposition that GHI participate in a MDNR-funded project through UMD as a pilot study to test-proof the concept for mapping non-tidal flood risks. On 2/15/2019, the UMD received a grant for the Development of a Community Guide to Assessing Non-Tidal Flood Impacts in Maryland. The grant funding period ends on 6/30/2021, although an extension is possible due to the pandemic. The SWMTF recommended the hiring of a part-time green infrastructure staff person to facilitate the integration of green stormwater infrastructure practices. This staff position has been hired.	Ongoing

Item 10c. Attachment #8a

Board Action Plan Updated on 12-13-2020
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A.3.f	Plan for continued improvement work including replacement of plumbing pipes.	A	X	BLD	X	On February 20, 2020, the Board approved the hiring of a consultant (ETC Inc.) to evaluate the condition of water supply and waste pipes in a sample of frame and masonry homes, provide a report on replacement options, provide a report on the performance of epoxy lined pipes in 2 units and design a pilot study to evaluate methodologies for replacement of the piping. The Board reviewed ETC's report on November 19, 2020 and decided not to have the consultant design the pilot study. On January 21, the Board directed the Buildings Committee to advise the next planning steps that should be undertaken	In process
A.3.g	Implement Admin complex security.	A	X	STF	X	On June 18, 2020, the Board approved a contract for the installation of an access control system for the Admin Building. The system has been installed. After two exterior lighting fixtures are installed by staff, this work plan item will be completed.	In process
A.3.h	Implement Parkway apartment infrastructure improvement program.	A	X	Fin	X	The GDC Board accepted a capital improvements' plan that staff prepared in 2018. On November 19, 2020, the GDC Board decided that GDC will continue to request loans from GHI for the capital improvements program as needed.	Complete
A.4.a	Collaborate with City of Greenbelt re: Zoning Rewrite Project.	A	X	ZTF	X	The Board formulated GHI's response to the M-NCCPC's Greenbelt Neighborhood Study Report and Draft Neighborhood Conservation Overlay Zone Standards for Greenbelt and met with the City Council on July 20, 2020 to discuss GHI's position on the proposed NCOZ Standards for Greenbelt. Awaiting draft NCOZ from M-NCCPC.	in process
A.5.a	Expand Fee-For-Service program.	A	X	BDTF	X	The Board decided that this review should be undertaken by a Business Development Task force that it passed a motion to establish. Unfortunately, no members volunteered to serve on this task force.	Not started
A.5.b	Develop policy for storage of recreational vehicles in GHI Boat Lots.	A	X		X	Task Force was established on 12/3/2020 and submitted a policy that the Board reviewed on March 18, 2021. The draft policy was edited by the communications	In process

Item 10c. Attachment #8a

Board Action Plan Updated on 12-13-2020
Status as of 5-13-2021

B. Organization & Infrastructure	B.1 Develop long-range strategic plan	B.1.a	Develop a long-range plan for the GHI organization.	A	X	LRPC	X	committee. On May 6, 2021, the Board directed the task force to make revisions to the draft policy.	In process		
	B.2 Improve operation of the Board	B.2.a	Provide training for Board & Audit Committee on critical oversight matters as needed, incl. finances.	A	X		X	An orientation work session was held for the 2020-21 Board on 12/8/2020. On 12/8/2020, staff held a training program on interpreting financial statements.	Ongoing		
		B.2.b	Create understudy program for Board officers.	A	X		X		Not started		
		B.2.c	Investigate all aspects of continuing to hold virtual Board, committee and membership meetings post Covid-19.	A	X		X	Training and infrastructure may be required. The Board may consider establishing a task force.	Not started		
	B.3 Improve committee operation and promote member involvement	B.3.a	Provide training for committee chairs.	A	X		X	Last training program for committees was held in September 2018. Plan to hold another training program in 2021.	Ongoing		
		B.3.b	Increase participation in committees.	A	X	MOC	X		Ongoing		
		B.3.c	Continue volunteer recognition program.	A	X	MOC	X	Last volunteer recognition event was held on October 16, 2019.	Ongoing		
	B.4 Prepare for succession of administrative staff	B.4.a	Plan for succession of General Manager.	A	X	TSTF	X	The Board passed a motion on December 3, 2020 to establish a Transition and Sustainability Task Force and allocate \$7,500 for hiring a consultant to assist the task force with its work. The consultant was hired. The Task Force presented an interim report of its work to the Board on May 6, 2021.	In process		
		B.5 Review and develop policies	B.5.a	Revise, update and implement record retention policy. Recommend storage methodology for historical documents.	A	X	RRIF		Staff prepared a draft records' retention policy. The Board subsequently appointed a task force to recommend historical documents that should be retained and how they should be stored. The task force is currently working on this assignment.	In process	
	B.6 Review bylaws issue	B.5.b	Establish policy to define business relationship of GHI & GDC.	A	X	GDCIF	X	The task force prepared a report that has been sent to GHI's attorney for review.	In process		
		B.6.a		B	X	GDCIF	X	The task force has provided parameters of purchase of new property to GHI's legal counsel for review.	In process		

Board Action Plan Updated on 12-13-2020
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C. Financial Stability	B.7 Increase operational efficiency	B.7.a	Need to address 'new acquisition of property/business opportunity' clause in GHI bylaws. Conduct a business process review. Include financial systems and procedures, maintenance system, records management, and knowledge transfer in scope.	A	X		X		Staff continues to work on this task and is making further changes as the new property management system is implemented.	In process
		B7.c	Consider hiring a consultant to assist with the design of an electronic filing system for all GHI records.	C	X	RRTF	X		Staff's top priority for 2021 is to successfully implement the integrated property management system. It is also prudent to postpone this task until the records retention task force completes its work and the Board adopts a records retention policy.	Not started
	C.1 Increase revenue through business development.	C.1.a	Analyze and consider pursuing business opportunities and implementing fee-for-service, including but not limited to those recommended by the LRPC.	B	X		BDIF	X	On 4/2/2020, the Board decided to establish a Business Development task force to explore the feasibility of specific business opportunities that the Long-range planning Committee recommended. No member applied to serve on the task force. A further attempt will be made to obtain volunteers for the task force; if this fails, the Board may consider hiring a consultant.	In process
		C.2.a	Review and revise Tom Jones' breakdown of fees and distribute to relators and vendors.	A	X		FIN	X		Not started
	C.2 Continue education programs on GHI finances and produce them as webinars	C.2.b	Ask Finance committee to produce three articles per year to be printed in the E-News and placed on the website.	A	X		FIN	X		Not started
		C.2.c	Continue education program on GHI finances including member charges, inflation, value of money, what's included in monthly charges, replacement reserves' program	A	X		FIN	X		Not started

Item 10c. Attachment #8a

Board Action Plan Updated on 12-13-2020
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D. External Communication	C.3 Increase grant-based income opportunities	Partner with City and County to identify grant opportunities. Align ourselves with outside sources to identify grant opportunities.	A	X		X			In process	
	C.4 Manage finances to address issues that arise.	Review investment policies.	A	X	INVC	X	On 7/11/2019, the Board reviewed the Investment Committee's report regarding the Prudent Person Rule that is applicable to GHI and whether to hire an Investment advisor. On July 9, 2020, the Board adopted a revised charter for the Investment Committee. On February 4, 2020, the Board adopted a revised GHI investment policy that the investment committee recommended.	Complete		
	C.4.b	Pursue legislative action to address Prudent Person Rule restrictions on GHI investments.	B	X	LGAC	X	On January 21, the Board directed the LGAC in consultation with the Investment Committee to recommend actions that GHI should pursue to have the law changed to remove the restrictions on GHI investments.	In progress		
	C.5.a	Explore holding equity of 10-40 percent in some member units.	C	X	FIN & INVC	X		Not started		
	D.1.a	Assign goal of attracting people to cooperative and community living to Communications and Marketing Committee.	A	X	COM/ MARK			Ongoing		
	D.2.a	Continue to refer issues to LGAC (Legislative and Government Affairs Committee) and have them monitor and report back. Include federal, state, county and city issues.	A	X	LGAC	X	LGAC recommended and the Board approved a task force to advocate GHI's position re: Maglev project. LGAC drafted a letter which the Board President sent to the Maryland Transportation Authority stating GHI's position on the Environmental Impact Study for the I-495 Beltway and the BW Parkway expansion project.	Ongoing		
	D.2.b.	Advocate for adequate public transit resources to be provided to the GHI community.	A	X	MOC	X	On November 5, 2020, the Board requested the Member Outreach Committee to survey the membership re: Use of Public Bus Services. The Board President recently sent a letter to the WMATA stating GHI's opposition to proposed budget cuts.	In process		

Board Action Plan Updated on 12-13-2020
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D.3 Be a leader in cooperative living & coops	D.3.a	A	X	LGAC	In process
E.1 Increase cooperative living education, including about coop finances	E.1.a	A	X	MOC	Ongoing
E.2 Increase cooperative spirit	E.2.a	C	X	MOC	Ongoing
	E.2.b	A	X	MOC	Not started
E.3 Use technology for improved member access and communication	E.3.a	A	X	COM	In process
	E.3.b	A	X	IT TF	In process
	E.3.c	A	X	COM	In process
E.4 Improve member handbook	E.4	A	X	COM	In process

Board Action Plan Updated on 12-13-2020
Status as of 5-13-2021

Committees and Task Forces	
AM TF - Addition Maintenance Task Force	LGAC - Legislative and Government Affairs Committee
BDTF - Business Development Task Force	LRPC - Long Range Planning Committee
BLD - Buildings Committee	MOC - Member Outreach Committee
BTF - Board Task Force	RRTF - Record Retention Task Force
COM/MARK - Communications & Marketing Committee	STF - Safety Task Force
EBYTF - Exterior Buildings and Yard Inspection Task Force	SWTF - Storm Water Task Force
FIN - Finance Committee	WC - Woodlands Committee
GDCTF - GDC/GHI Relationship Task Force	ZTF - Zoning Task Force
INVC - Investment Committee	
IT TF - Information Technology Task Force	

Priority
A. Must be addressed within a year
B. Everything in between A and C; this could include items of high importance but not high urgency
C. Probably won't get to it within a year but want it on the list

Committee	Committee Assignments for the 2020-2021 Board Term	Status	Not Started	In Progress	Completed
Architectural Review Committee	1 Review design guidelines for double-doors	Complete.			X
	2 Consider siding and window replacement options on 25 larger townhomes, and 2 story single family units.	Window specs same as under HIP. Vertical siding selection in progress.		X	
Bicycle Committee	1 These items were not assigned by the Board.	The Bicycle committee presented a proposal for a bike repair station to be procured and installed at the GHI administration building. The proposal was approved on 18 March 2021.		X	
	2	Coordinating a virtual Bike repair clinic with the Washington Area Bicycle Association. The event will be aired via ZOOM on 27 March 2020.			X
	3	Providing marketing material (bicycle bells) for "Bike to Work Day" in May 2021.			
Buildings Committee	1 The GDC Board requested the Committee to investigate the feasibility of installing LED lighting fixtures at the Parkway Apartments	This item has been placed on hold by the Committee	X		
	2 Investigate feasibility of heat-pump type water heaters for installation in GHI	In progress		X	
	3 Board assigned staff to hire a consultant to investigate options to develop plans and estimates to replace the stairway, rebuilding to correct the existing problems; plans shall consider removal or retention of the tree.	not started	X		
	4 Review ETC Inc. plumbing system report	Complete. The Board agreed with the Committee's recommendation that ETC should not proceed to design a pilot study.			X
	5 Investigate water quality testing options	In progress		X	

Committee Task List: Jan - Dec 2021

	6	Investigate various solutions to address discoloration on slate roof tiles	not started	X	
	7	Investigate electrification of a set of GHI garages for future EV and other uses.	in progress		X
	8	Begin planning for replacement of plumbing drain pipe in GHI homes and supply pipe in masonry homes	in progress		X
	9	Building Improvement Options for Townhomes & Larger Homes - Recommend options by 4/30/21.	completed		X
Communications and Marketing Committee	1	Review and recommend changes to the format of the GHI Member Handbook. Task was assigned by the Board on September 17, 2020	In progress	X	
	2	Revise the format of a draft 'Reasonable Accommodations Policy'	Re-formatted draft was reviewed by the Board on December 17		X
	3	Revise draft of GHI Rule Section III. Minimum Use and Maintenance Standards - Homes and Yards. B. Exterior to incorporate member comments	Revisions to the rule were reviewed by the Board on December 17		X
Companion Animal Committee	1	Continue to develop articles relating to companion animals.	Ongoing	X	
Finance					
GHI/GDC Bylaws, Relations Task Force	1	Review GDC bylaws and recommend changes that should be made.	Approved by the Board on May 6, 2021		X
	2	Recommend changes to GHI/GDC bylaws that are needed to make it legal and easier for acquisition of additional GDC properties.		X	
	3	Prepare a proposed written agreement of GHI/GDC responsibilities to each entity.	in progress	X	
GHI's Website Task Force	1	Elect Chair	Ken Shields elected as chair		X
	2	Establish and review charter	Completed.		X
	3	Request demonstrations from Yardi and third party companies	In progress. Yardi completed a demo on 3/22/21. Establishing dates for other vendors.	X	

Committee Task List: Jan - Dec 2021

	4 Establish wire framework and mission for the ghi.coop website	In progress	X
Investment	1 Monitor Investments (includes review of most recent cash flow schedule)	Ongoing.	X
Legislative and Government Affairs	1 Monitor Federal, State and MD legislative actions that may impact GHI	In progress	X
	2 Submit a report to the Board regarding the status of the proposed SCMaglev Project with a recommendation on actions GHI should take to advocate the 'No Build' option.	Completed. Report accepted by the Board on September 17, 2020.	X
	3 Review Draft Environmental Impact Statement on I-495 and I-270 Managed Lanes Study and submit a recommendation to the Board about what actions GHI should take to mitigate the potential impact on GHI.	Committee drafted a letter that the Board adopted and sent to the Maryland Transportation Authority regarding GHI's concerns about the DEIS.	X
	4 On January 21, the Board directed the LGAC in consultation with the Investment Committee to recommend actions by March 31, 2021 that GHI should pursue to have the law changed to remove the restrictions on GHI investments imposed by the Prudent Person Rule.		X
Long-Range Planning Committee	1 Study, discuss, and make recommendations on any issues affecting GHI's ability to continue providing affordable, high-quality housing for its members, along with offering any new facilities, services, or benefits the membership may approve.	The Committee prepared an Initial Research and Data Analysis Report which the Board reviewed on August 6 and deferred for a further review .	X
Member Outreach	1 Organize New Member Orientation Event	Member outreach- new member social was held on July 8, 2020; another was held on January 13, 2021.	X
	2 Recommend Court Communicator Program	The Board accepted the Committee's recommendation for a Court Communicator program on November 5.-	X
GHI RV and Boat Lot Task Force	3 Court Communicator Program	Information Session was held on 1/28/21 @ 7pm	X
	Recommend policy for storage of recreational vehicles in GHI Boat lots		X

Committee Task List: Jan - Dec 2021

Permits Task Force	recommend the following: a) Actions that should be implemented to improve permit process. b) Whether GHI should charge fees for permit reviews and if so, what amount should be charged. c) Actions that should be implemented to improve member's understanding of the permit process.	X		
Records Retention Task Force	1 Develop form for document review project	Completed		X
	2 Review records in UDB and Warehouse	In progress		X
	3 Establish categories and document types of historical documents	In progress		X
Storm Water Management Task Force	1 Review current GHI rules and procedures relating to storm and ground water on our cooperatively-owned lands, and to recommend policy changes/improvements	Currently trying to get a better understanding of storm water management needs in Greenbelt.		X
	2 Focussing on the drainage problem at 33 Court Ridge Road.	The Task Force would like to focus on the drainage problem at 33 Court Ridge Road. Once GHI approves, the task force intention is to write a grant proposal in partnership with the City of Greenbelt and will set up appointment with the City's Chief Storm Water Management (SWM) person soon.		X
	3 I. Increase our understanding of (1) current GHI stormwater issues and (2) future GHI stormwater issues anticipated as a result of increases in extreme precipitation events due to climate change. II. Develop a multi-year plan to address stormwater issues in GHI. III. Develop strategies for implementing improvements/remediation IV. Interact with other committees and task forces within GHI relative to our mission	in progress		X
Succession and Back-up Emergency Planning Task Force	1 Develop Charter Succession Policy	Develop	Succession Committee- submitted final report to the Board 6/18/20	X

Committee Task List: Jan - Dec 2021

Transition and Sustainability Task Force	1	Review issues and recommendations presented in the Transition and Sustainability Issues report for purposes of recommending to the Board: a. Which issues require attention in 2021 and the specific next actions that should be taken with any associated staffing or cost implication; and b. Which issues or recommendations are best left to be considered by the Board of Directors and next General Manager.	in progress		X
	2	Hiring of a Transition Consultant to work with and guide the Task Force and Board in designing a transition planning process which appropriately engages the Board, members and staff and prepares GHI for a successful General Manager transition and related changes that advance the mission and sustainability long-term of GHI. This work is different from and preparatory to a search for a new General Manager when the current Manager announces his retirement.	in progress		X
	3	Coordinate closely with the Board liaison to the Task Force and the Board in advancing this work incrementally as it occurs, since the issues are interrelated and the resolution of each, influences options for other issues.	in progress		X
Integrated Property Management Systems Task Force	1	Research integrated property management and CRM systems used by other cooperatives and HOA's	Completed. Yardi, AppFolio, Buildium, BuildingLink, and Netintegrity are current potential vendors.		X
	2	Schedule demonstrations of systems	Completed.		X
	3	Develop report and matrix defining strengths, weaknesses and costs for each system. Compare to current functionality and costs	Completed.		X
	4	Meet with task force members and make a system recommendation	Completed		X
	5	Submit a report to the Board regarding the final recommendation	Completed		X

Committee Task List: Jan - Dec 2021

Woodlands	1	Undertake FCMA preserve monitoring activities, and plan for pocket parks around the community.	Ongoing.	X
	2	Implementation of Caretaker Program	In progress.	X
Yards and Exteriors Task Force	1	Recommend components of a Yard and exterior inspection program to replace the community beautification program.	Completed.	X
Zoning Rewrite Task Force	1	Review P.G. Zoning Re-write Project and keep the Board informed of developments.	Task force held a meeting with the Board of Directors on June 8 to formulate final comments regarding a Neighborhood Study report and Neighborhood Conservation Overlay Zone for Greenbelt.	X

May 2021

May 2021

Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021

Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 25	26	27	28	29	30	May 1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	Jun 1	2	3	4	5

CALENDAR

< PREVIOUS MONTH

MAY 2021

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27	28	29	30	1 10:00 AM <u>Brainstorming for Agreements & Resolutions</u>
2	3 7:00 PM <u>Arts Advisory Board</u> 7:30 PM <u>Budget Work Session - Public Safety, (Virtual)</u>	4 7:00 PM <u>Public Safety Advisory Committee</u>	5 6:30 PM <u>Employee Relations Board, Virtual</u> 7:00 PM <u>ACE Student Awards/ Work Session - Council Discussion of Procedure and Decorum for Council Meetings, (Virtual)</u>	6 12:20 PM <u>International Annual Dynamic Governance/Sociocracy</u> 5:30 PM <u>Board of Elections Meeting, Virtual</u>	7 6:00 PM <u>Drawing Workshop Series: Portrait</u> 8:30 PM <u>A Knight's Tale</u>	8 2:00 PM <u>Mother's Day at Beltway Plaza Mall</u>
9	10 5:30 PM <u>Youth Advisory Committee</u> 7:40 PM <u>Advisory Board Interview</u> 8:00 PM <u>Regular Meeting, (Virtual)</u>	11 11:30 AM <u>Food Bank</u>	12 7:00 PM <u>Budget Work Session - Recognition Groups, (Virtual)</u> 7:00 PM <u>Maglev Task Force Meeting</u>	13 7:00 PM <u>Community Relations Advisory Board, Virtual</u> 7:00 PM <u>Embroidery Workshop</u>	14 6:00 PM <u>Insect Zoo Sculpture Workshop</u> 7:00 PM <u>Art Shares</u> 8:45 PM <u>Star Trek: First Contact</u>	15 10:00 AM <u>Weed Warriors</u>
16 1:00 PM <u>Drawing Workshop Series: Portrait</u>	17 4:00 PM <u>Mandala Pendants Workshop</u> 7:30 PM <u>Budget Work Session - Final Budget Review, (Virtual)</u>	18 7:00 PM <u>Advisory Committee on Trees</u>	19 7:30 PM <u>Budget Work Session - Green Ridge House, (Virtual)</u> 7:30 PM <u>Advisory Planning Board</u>	20 1:00 PM <u>Free Produce Distribution</u> 1:00 PM <u>Free Diaper Distribution</u> 5:30 PM <u>Board of Elections Meeting, Virtual</u> 7:00 PM <u>Embroidery Workshop</u>	21 6:30 AM <u>Bike to Work Day</u> 6:00 PM <u>Insect Zoo Sculpture Workshop</u> 8:45 PM <u>Ferris Bueller's Day Off</u>	22

23	<p>24</p> <p>4:00 PM <u>Mandala Pendants Workshop</u></p> <p>8:00 PM <u>Regular Meeting, - 2nd Public Hearing/Constan t Yield Tax Rate, (Virtual)</u></p>	<p>25</p> <p>3:30 PM <u>Senior Citizen Advisory Committee</u></p> <p>7:00 PM <u>Advisory Committee on Education Meeting</u></p> <p>7:30 PM <u>Green ACES, Virtual</u></p>	<p>26</p> <p>7:00 PM <u>Maglev Task Force Meeting</u></p> <p>7:40 PM <u>Advisory Board Interview</u></p> <p>8:00 PM <u>Work Session - GEAC (stakeholder), Virtual</u></p>	<p>27</p> <p>11:00 AM <u>Drive-Thru Caregiver Appreciation Event</u></p> <p>7:00 PM <u>Forest Preserve Advisory Board</u></p>	<p>28</p> <p>9:00 PM <u>Moneyball</u></p>	29
30	<p>31</p> <p><u>No Meeting - Memorial Day.</u></p>	1	2	3	4	5