Minutes GHI Board of Directors January 21, 2016

In Attendance: Brodd, Hess, James, Jones, Marcavitch, Novinski, Ready, Skolnik			
Excused Absence: McFadden			
Other Attendees:			
Eldon Ralph, General Manager	Stephen Holland		
Joe Perry, Director of Finance	Anna Socrates		
Joan Krob, Director of Member Services	Phillip Payette		
Leann Irwin, Audit Committee	Kathryn Green		
Tom Sporney, Director of Homes Improvement	Kim Kweder		
Program	Aileen Kroll		
Bijan Khorsand, Director of Technical Services	Stephen Sciannella		
Judith Davis, Mayor Pro Tem, City of Greenbelt	Jess Tussing		
Michael McLaughlin, Greenbelt City Manager	Carol Griffith		
Kathleen Gallagher, Greenbelt News Review	CeCe Richardson, Recording Secretary		

Skolnik called the meeting to order at 7:33 p.m.

1. <u>Approval of Agenda</u>

Item 6a was changed to add the word "*Road*" after the word "*Ridge*". Item 7a was changed to "Rescinding Approval of Minutes: December 3, and Approval of Minutes: December 17 and December 21, 2015". Item 7c was deferred to accommodate the member who would be arriving later in the evening.

Motion: To approve the agenda as revised.

Moved: Hess Seconded: James Carried 8-0

2. <u>Report on Executive Session</u>

Skolnik stated that the Executive Session is in recess and that no report is available.

- 3. <u>Visitors and Members (Comment Period)</u>
 - Ms. Aileen Kroll, presented a signed petition by members of her Court regarding maintaining the yellow siding on their homes.
 - Mr. Payette, mentioned that he did not get a response from the email that was sent concerning the November 19, 2015 minutes. Mr. Payette was asked to resend the email.
 - Ms. Kim Kweder, presented the Board with a signed petition requesting the Board of Directors to publicize a schedule of the Home Improvement Program for all of the Courts.
 - Ms. Anna Socrates, voiced her concerns regarding her high tax assessment increase.

4. <u>Approval of Membership Applications</u>

<u>Motion</u>: That the following members are accepted into the cooperative and membership is afforded them at the time of settlement:

- Daniel Solomon and Daya Solomon, Tenants by the Entirety;
- Natalia Y. Buzulukova, Sole Owner;
- Monica Riggins, Sole Owner;
- Rachel A. Milligan, Sole Owner.

Moved: James Seconded: Hess Carried: 8-0

<u>Motion</u>: That the following member is accepted into the cooperative and membership is afforded her at the time of settlement:

Julie A. Andrus, Sole Owner.		
Moved: James	Seconded: Hess	Carried: 7-1
Opposed: Ready		

5. <u>Committee Reports</u>

<u>Historic Preservation Task Force (HPTF)</u> – Marcavitch stated that the HPTF would continue to meet to finish the draft report to submit to the Board. He reminded the Board that the next task force meeting would be on Tuesday March 8, 2016.

<u>GHI Parking Sub-Committee</u> – Brodd mentioned that the sub-committee met Tuesday evening and heard concerns from members about parking issues. Brodd stated that he surveyed all parking spaces to ascertain their physical layout.

<u>Homes Improvement Program</u> (HIP) – Sporney explained that within the last two weeks two prebid meetings took place; attic and crawlspace upgrades. Bid packages are due on February 5, 2016.

6. <u>Consent Agenda</u>

Motion: To move the consent agenda.

Moved: Hess Seconded: Marcavitch

Carried 8-0

6a. <u>Contract for Sewer and Storm Drain Line Replacement at 19L-M Ridge Road</u>, 2nd Reading

<u>Approved by Consent</u>: The Board of Directors authorizes the Manager, for second reading and final passage, to sign a contract with Mainline Utilities to replace underground sewer and storm drain lines at 19L-M Ridge Road as directed by Greenbelt Homes, Inc., at its bid of \$13,620.00 plus 10% for contingencies, for a total not to exceed \$14,982.00. 7a. <u>Rescinding Approval of Minutes: December 3, and Approval of Minutes: December 17 and December 21, 2015.</u>

Motion: The Board of Directors rescinds the motion that was made during the January 7,2016 Board meeting to approve the December 3, 2015 meeting minutes.Moved: JamesSeconded: ReadyAbstained: Hess

Motion: The Board of Directors does approve the minutes of the December 17, 2015 meeting.Moved: JamesSeconded: JonesCarried: 8-0

Motion: The Board of Directors does approve the minutes of the December 21, 2015 special meeting. Moved: James Seconded: Jones Carried: 7-0-1

Abstained: Ready

7b. <u>City of Greenbelt Interest in Acquiring 10A Crescent Road</u>

Prior to the motion being made, the Board and City representatives spoke about the need to formulate non-residential MOC's for the museum.

<u>Motion</u>: The Board of Directors approve the use of 10-A Crescent Road as additional museum space by the City of Greenbelt subject to the following conditions:

- **1.** New non-residential Mutual Ownership Contracts for 10-A and 10-B Crescent Road are created and approved by the Board of Directors.
- 2. The City of Greenbelt pays legal costs associated with the creation of new Mutual Ownership Contracts for 10-A and 10-B Crescent Road.

Moved: Hess Seconded: James Carried 8-0

7c. <u>Permit Request for Installation of a Gardenside Deck at 33R Ridge Road</u>

This item was moved to the last item discussed on tonight's agenda.

Director of Technical Services Khorsand gave an overview on the member at 33R Ridge Road who submitted a request to build a 15' x 20' deck in the gardenside of the property.

Staff visited the site, researched underground utility line drawings and discovered that the deck will cover the main storm drain that is located approximately 10 feet from the building. The proposed deck will also cover the lateral storm line and drain cleanout in the yard.

Staff also noted that there are three existing additions on the gardenside yard of the building row at 33N-V that were built over the main storm drain line. Section X.I.7 of GHI rules states that deck placement shall not interfere with a swale, downspout, or other drainage feature. Staff referred this issue to the Architectural Review Committee for an exception.

The ARC passed the following motion by a vote of 7-0-0. ARC recommended to the Board of Directors that the member at 33R Ridge Road be allowed to construct the proposed gardenside deck with a cleanout access as proposed.

Ms. Jessica Tussing, 33-R Ridge Road, explained to the Board that she will satisfy all expenses incurred for the installation.

<u>Motion:</u> The Board of Directors does approve an exception to GHI's rules allowing the member of 33R Ridge Rd to build a 20' x15' deck over the existing utility line on the gardenside of the unit.

Moved: James

Seconded: Marcavitch

Amended and Carried 8-0 by a vote taken later in the meeting.

During discussion, Eldon Ralph stated that if the Board decides to keep the motion then an amendment should be added stating that members who build a deck will be responsible for all extra costs of building the deck for inclusion in the permit and contract and that, that member will also be responsible for all costs of the removal of a deck, if removal becomes necessary.

Motion:To amend the motion by appending the phrase "with the condition that the memberis responsible for the cost of removing the deck, if necessary."Moved: JonesMoved: JonesSeconded: HessCarried 8-0

<u>Final Motion as Amended:</u> The Board of Directors does approve an exception to GHI's rules allowing the member at 33-R Ridge Road to build a 20' x 15' deck over the existing utility line on the gardenside of the unit, with the condition that the member is responsible for the cost of removing the deck, if it is necessary.

Moved: James	Seconded: Marcavitch	Carried: 8-0
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7d. Request to Retain an Existing Non-conforming, Unpermitted Door at 20Q Ridge Road

Director of Homes Improvement Program Sporney gave an overview of the issue where the member at 20Q Ridge Road installed a serviceside door without permission and is asking the Board of Directors to allow him to replace the existing door with another unpermitted door.

<u>Motion</u>: The Board of Directors do not allow the member at 20Q Ridge Road to keep the unpermitted serviceside entry door and do require that it be replaced during the 2016 Home Improvement Program with the default 4-panel 2-lite style door.

Moved: Jones Seconded: Hess Carried: 8-0

Skolnik reminded Mr. Sciannella, the member at 20Q Ridge Road, that GHI is a Cooperative and all members of the Cooperative own it together. A member does not own the home by him/herself. The Board, as the elected governing body for the members, has the responsibility to set policy for the good of the whole.

7e. <u>Review Draft Fee Deferral Agreements</u>

The Board discussed the Crawlspace Fee Deferral Agreements. The Director of Finance Perry was directed to send the deferral agreement back to the attorney for further modifications.

7f. Schedule a Date to Revise the Board's 2015-16 Action Plan

The meeting to update the Action Plan has been scheduled for Wednesday, February 3, 2016 at 7 p.m.

- 8. <u>Items of Information</u>
 - a. <u>Board Action Plan Status and Committee Task List</u> Skolnik suggested Board Members peruse the Action Plan in great detail, prior to the meeting on February 3, 2016.
 - b. Monthly GHI and City Calendars.
- 9. <u>President</u>

Skolnik cautioned that under no circumstances should members go on the roof to shovel off snow.

- 10. <u>Board Members</u>
 - Ready suggested that the lobby be checked for members who are here for the Board meetings and may be waiting in that area of the building.
 - Hess suggested on a future agenda that the MOC be revisited to restore a clause that gives GHI the right to collect legal fees from the member who sues us and loses the case.
 - Brodd mentioned (regarding the Board Action Plan) that he is going to be working on the progress toward GHI becoming a more smoke-free community.
- 11. Manager

Motion: To recess to Executive Session.

Moved: Hess Seconded: Marcavitch

Carried: 8-0

Meeting recessed at 8:57 p.m.

Ed James Secretary