

Minutes  
GHI Board of Directors  
January 27, 2011

Present: James, Novinski, Boswell, Wartell, McFadden, Agans, Lewis, Moore, Morse

Others in Attendance:

Gretchen Overdurff, General Manager	Joan Krob, Director of Member Services
Dianne Wilkerson, Chair, Audit Committee	Chuck Hess, Audit Committee
Eldon Ralph, Assistant General Manager	Tom Jones, 1C Woodland Way
Johanna Jones, 1C Woodland Way	Diane Wilkerson, Audit Committee Chair
Tom Sporney Director of Technical Services	Judith Davis, Mayor of Greenbelt
Joe Perry, Finance Director	William Fineran, 16T Ridge Road
John Fineran, 16R Ridge Road	Altoria Ross, Recording Secretary
Chris Schuman, 1H Gardenway	

President Agans called the meeting to order at 7:30 p.m. An item, 6j – Foreclosure Purchase was added to the agenda for action.

1. Approval of Agenda

**MOTION: TO APPROVE THE AGENDA AS AMENDED.**

Moved: James

Seconded: Boswell

Carried 7

2. Visitors and Members

President Agans welcomed visitors and members to speak to issues not on the agenda. Chris Schuman 1E Gardenway and Judith Davis, Mayor of Greenbelt addressed the problem of persons attaching advertisements on trees and telephone poles which is illegal and lowers property values and the character of the community. Mr. Schuman urged members and staff to remove such signs when they see them. Schuman also expressed the desire to have electricity placed in rental garages for members who have the new electric car for charging purposes.

3. Approval of Membership Applications

**MOTION: THAT THE FOLLOWING PROSPECTIVE MEMBERS ARE ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP AFFORDED THEM AT THE TIME OF SETTLEMENT:**

- **ARTHUR AND CATHERINE O'BRIEN, TENANTS BY THE ENTIRETY, 11V RIDGE ROAD**
- **KATHRYN BECKMAN, SOLE OWNER OF 18B RIDGE ROAD**

Moved: James

Seconded: McFadden

Carried 8

#### 4. Committee Reports

Board members shared updates on the committee to which they are Board liaisons.

- a. Building Committee: Director Boswell stated that 225 to 350 members attended the town hall meeting. The related handout has been posted on the GHI web site. Boswell suggested that handouts and other materials, such as the map of the GHI upgrade, be placed in the reception area as well. He then noted that the “new” GHI logo was silently launched by the “hat people” who wore it on their t-shirts and that copies of the film would be made available on DVD and CD and the Buildings Committee would review the minutes of the session. Eldon Ralph said Sheri Swaim has compiled each question that was posed in writing during the town hall meeting. President Agans stated that the Board of Directors would formulate the answers. Director James inquired about the misspelling of Crescent that appears on the map and how to get it corrected.
- b. Finance Committee: Director Lewis said the Finance Committee discussed the community wide upgrade at its last meeting and will report to the board the second week in February.
- c. Woodlands Committee: Director James said the Woodlands Committee met to discuss Greenbelt’s Diamond Anniversary event. The committee is currently searching for grants to purchase plants to go into a park.

#### 5. Consent Agenda

The minutes of January 13, 2011 were removed from the consent agenda to allow for corrections.

**MOTION: TO APPROVE THE CONSENT AGENDA AS AMENDED.**

Moved: Novinski

Seconded: Boswell

Carried 8

6a. *Review of Minutes, Annual Membership Meeting, May 19, 2010*

**ON CONSENT AGENDA FOR REVIEW ONLY.**

6b. Approval of Minutes – January 13, 2011

Corrections were made to two areas of the January 13 drafted minutes as follows: Page 5 – a disclosure statement offered by member Tom Jones regarding his connection with 4Site Interactive Studio, Inc. was clarified. Page 7 – names were added to recognize all staff persons who attended the meeting with City representatives concerning the WSSC matter.

**MOTION: TO APPROVE THE MINUTES OF JANUARY 13, 2011 AS AMENDED.**

Moved: Lewis

Seconded: Moore

Carried 8

6c. *Contract for GHI Website Redesign – 2<sup>nd</sup> Reading*

**APPROVED BY CONSENT AGENDA: THE BOARD OF DIRECTORS APPROVES, FOR SECOND READING AND FINAL PASSAGE, 4SITE INTERACTIVE STUDIO, INC. TO COMPLETE THE WEBSITE REDESIGN, INCLUDING MIGRATION OF ADDITIONAL CONTENT (OPTION #1), TO DEVELOP WEBSITE ACCESSIBILITY FOR KEY SITES**

**(OPTION #2), AND WILL ATTEMPT FULL WEBSITE ACCESSIBILITY (OPTION #3) FOR A PRICE NOT TO EXCEED \$25,000.**

6d. Purchase of Two (2) Replacement Vans for Maintenance Department – 2<sup>nd</sup> Reading.

**APPROVED BY CONSENT AGENDA: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAAGE, TO PURCHASE TWO USED CARGO VANS AT A COST NOT TO EXCEED \$15,540.00 EACH OR TWO NEW CHEVY EXPRESS COLORADO VANS FROM SPORT CHEVROLET AT A COST NOT TO EXCEED \$22,197 EACH IF UNABLE TO OBTAIN USED VEHICLES BY MARCH 31, 2011.**

6e. Exception Request for Unpermitted Oversized Shed – 16T Ridge Road

The Board discussed with member Fineran, 16T Ridge Road, his exception request. Mr. Fineran explained how he came into possession of the shed and reasons for wanting to keep it intact. He said the vinyl resin shed resembles a wooden shed, it is durable and is maintenance free. He agreed that it did exceed the height allowed. Mr. Fineran noted that other members have similar sheds in their yards. President Agans stated that many such sheds were grandfathered in and that other people also break the rules. The Architectural Review Committee has been tasked with reviewing the rules for sheds with a focus on vinyl.

**MOTION: TO TABLE THE EXCEPTION REQUEST FOR AN UNPERMITTED OVERSIZED SHED AT 16T RIDGE ROAD UNTIL THE BOARD RECEIVES A REPORT FROM ARC, NO LATER THAN JUNE 30, 2011.**

Moved: Lewis

Seconded: Moore

Carrier 8

6f. RFP for Solar PVES for Admin Building Complex and Parkway Apts

The Board reviewed the Request for Proposals (RFP) for Solar PVES for the Administration Building Complex and the Parkway Apartments. President Agans preferred using the wording “member/owner” to “member resident.” Directors James and Lewis said they were impressed with Steve Skolnik’s work on the RFP. Director James said he had problems with solar Renewable Energy Credits (SREC’s). Audit Committee Member Hess said he is glad the RFP is being reviewed by the Finance Committee as well.

**MOTION: THE BOARD OF DIRECTORS APPROVES THE RFP FOR SOLAR PHOTO-VOLTAIC SYSTEMS FOR THE ADMINISTRATION BUILDING COMPLEX AND PARKWAY APARTMENTS (AND DIRECTS STAFF TO SOLICIT BIDS FOR CONTRACTORS).**

Moved: Boswell

Seconded: James

Carried: 8

6g. Social Media Policy

Director Lewis stated that the Communicator Task Force recommends a social media task group be established to review GHI's media policy for the following reasons: a) the current policy is not enforced and needs revision; b) employees and volunteers are covered by the same regulations, and regulations appropriate for staff could have a stifling effect on volunteer participation and media coverage for GHI. The social media task group would review a redraft of the current media policy which was presented to the Communicator Task Force but not discussed.

**CONSENSUS: DIRECTORS MOORE, BOSWELL, AND LEWIS WILL WORK ON A SOCIAL MEDIA POLICY FOR GHI AND REPORT BACK TO THE BOARD IN THREE MONTHS.**

6h. Recommendation on Communicator in the News Review

Director Lewis offered pros and cons of communicating with members solely through the *Communicator* or the *Greenbelt News Review*. The Communicator Task Force recommends using a phase-in process to disseminate information to GHI members utilizing both venues of communication. In order to be successful, the Communicator Task Force needs volunteers to edit or be on a work team/task group for the *News Review* page. Director Boswell volunteered his neighbor Fritz who has experience in newsletters. Director Lewis noted the challenge has been great in getting volunteers to write and edit articles for the *Communicator*.

**CONSENSUS: THAT THE COMMUNICATOR TASK FORCE MOVE FORWARD WITH PRODUCING THE COMMUNICATOR USING THE COMBINATION OF VENUES AND SCHEDULES SPECIFIED IN ITS JANUARY 27, 2011 REPORT.**

6i. Approval of New Charges for Fee-for-Service and Lockouts

Director Lewis did not agree with some of the totals being recommended and offered increases that evolved into new service charges.

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FOLLOWING FEE-FOR-SERVICE CHARGE, \$55.00 PER HOUR, FOR STRUCTURAL, ELECTRICAL, MECHANICAL WORK PERFORMED BY SKILLED EMPLOYEES.**

Moved: Agans

Seconded: Lewis

Carried 8

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FOLLOWING FEE-FOR-SERVICE CHARGE, \$45.00 PER HOUR, FOR LANDSCAPE MAINTENANCE AND HANDYMAN WORK.**

Moved: Agans

Seconded: James

Carried 8

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FOLLOWING FEE-FOR-SERVICE CHARGE, \$60.00 PER HOUR, FOR CORRECTING YARD VIOLATIONS DURING THE COMMUNITY BEAUTIFICATION PROGRAM.**

Moved: Agans

Seconded: Moore

Carried 8

**MOTION: THE BOARD OF DIRECTORS APPROVES OF NO CHARGE FOR RESPONDING TO A GHI MEMBER LOCK-OUT DURING BUSINESS HOURS.**

Moved: Agans

Seconded: Moore

Carried 7-1

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FEE, \$50.00, FOR RESPONDING TO A GHI MEMBER LOCK-OUT AFTER BUSINESS HOURS.**

Moved: Agans

Seconded: Lewis

Carried 8

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FEE, \$35.00, FOR RESPONDING TO A PARKWAY TENANT LOCK-OUT DURING BUSINESS HOURS.**

Moved: Agans

Seconded: Lewis

Carried 8

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FEE, \$65.00, FOR RESPONDING TO A PARKWAY TENANT LOCK-OUT AFTER BUSINESS HOURS EFFECTIVE MARCH 31, 2011.**

Moved: Agans

Seconded: Novinski

Carried: 8

6j. Purchase of Foreclosure Property

**MOTION: THAT THE BOARD OF DIRECTORS APPROVES OF THE PURCHASE OF 8R LAUREL HILL ROAD FOR A PRICE NOT TO EXCEED \$55,000, PENDING THE ADVICE OF LEGAL COUNSEL REGARDING THE MEDICAID ISSUE.**

Moved: Agans

Seconded: Novinski

Carried: 8

7. Items of Information

Monthly GHI and City Calendars- the Bylaws Committee will meet February 7 and 28. The Buildings Committee needs to reschedule its meeting for Monday or Thursday.

8. President

President Agans said several people interested in working on the various committees, including new people, Annie Shaw and Larry House. She is sending letters to the task groups and committees. President Agans also said she received a letter from a member who raised a question during the town hall meeting and complained that the answers weren't explicit enough and had several questions having to do with Pepco.

9. Board Members

- **Directors Morse** was pleased with turn out at the town hall meeting. **Director McFadden** was impressed and happy with the meeting.
- **Director Novinski** said a number of people said their questions weren't answered to which President Agans responded that their questions would be tabulated and answered.
- **Director Lewis** said the town hall meeting really was done well. She hoped to see the "Mad Hatters" again. Director Lewis wondered with the upgrade if the windows and doors would be recycled. She also read from a letter by Matt Barres stating recycling in the GHI administration was at more that 75 percent. Director Lewis urged board directors,

staff, and members to give blood due to the current shortage. Interested individuals can sign up online at [www.Redcrossblood.org](http://www.Redcrossblood.org).

- **Director James** said the Woodlands Committee would pull ivy off trees in February.
- **Director Boswell** said the town hall practice meeting was a big success.
- **Director Wartell** said the town hall meeting presentations went very well.
- **Director Moore** said everyone did a good job at the town hall meeting. She stated she would be out of the country and will miss a board meeting or two.
- **Audit Committee Hess** said the turnout was fantastic at the town hall meeting. After listening to people speak with one another at the meeting, he has concluded GHI not only needs to look at the big things, but the things that make the home nice.
- **Audit Committee Chair Dianne Wilkerson** is glad the power is back on.
- **Tom Sporney** reported that Matt Barres has completed walks throughout the community to view snow damage. A mast went down at a 4-unit row of homes at 14 Hillside; two of the units are still without electricity. Mr. Sporney said that GHI is still looking to satisfy the original contract of December 21 for 51 Ridge Road where two units sustained fire damage and noted teams are working on getting the outer unit ready in two months and the inner one ready in 3 months.
- **Joan Krob** will refer the town hall meeting minutes to the Buildings Committee for review.

10. Manager

General Manager Gretchen Overdurff announced City Council's approval of the relocation of the Crescent Road right of way. She also mentioned the possibility of releasing one of the two garages on Parkway that GHI rents as it is no longer needed. She suggested that the Buildings Committee critique the town hall meeting.

**MOTION: TO ADJOURN.**

Moved: Moore

Seconded: McFadden

Carried 8

The meeting adjourned at 9:50 p.m.

Ed James

Secretary