

Minutes
GHI Board of Directors
October 19, 2006

Present: Alpers, Hudson, Lauber, Lewis, McFadden, Morse, Moore, Ready

Excused Absence: Agans

Others in Attendance:

Gretchen Overdurff, General Manager	Richard Campbell
Steve Ruckman, Director of Finance	Molly Lester
Eldon Ralph, Director of Physical Services	Elizabeth Shepard
Joan Krob, Director of Member Services	Frank DeBernardo
Tom Sporney, Staff Engineer	Tobie Matava
Dianne Wilkerson, Chair, Audit Committee	Tina McMorland
Michael Iacangelo, Audit Committee	Jeanette Holman
Marat Moore, Audit Committee	Kathy Legendre
Genevieve Courbois, Recording Secretary	Scott Legendre

President Lewis called the meeting to order at 7:33 p.m. The Agenda was revised to add *Purchase of a Vehicle for the Maintenance Department* as Item 6g. *Employee Health Care Benefits* was moved to Item 6h. and *Proposed 2007 Budget – 1st Presentation* to Item 6i.

1. Approval of Agenda

MOTION: MOVE APPROVAL OF THE AGENDA AS REVISED.

Moved: Moore

Seconded: McFadden

Carried

2. Visitors and Members

Tobie Matava, stated that she would like to remain in her unit for one week after her closing in mid-December but is aware that this is against GHI policy. She explained her reasons for this request and said that painting and floor refinishing will happen after she has vacated the unit (the purchaser is aware.) President Lewis said this exception request could formally come before the Board. Overdurff noted that “rent back” situations require certain paperwork be completed in advance and that GHI had not yet received a copy of the sales contract. She explained that the sales contract would need to be approved, and a mutual ownership contract executed for the purchaser prior to consideration of this request by the Board.

3. Approval of Minutes

MOTION: MOVE APPROVAL OF THE MINUTES OF SEPTEMBER 21, 2006.

Moved: Alpers

Seconded: Morse

Carried

4. Approval of Membership Applications

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

- LAURA C. HERSH AND NATHANIEL C. HERSH
- GREGORY L. CARTER AND RACHEL CARTER
- JASON ALDAG AND AMANDA CORNAGLIA
- JOHN W. ABBOTT AND CATHY ABBOTT
- PATRICIA E. SCULLY
- THOMAS W. LOUDON AND JENNIFER R. ATLEE
- NORA E. SULLIVAN

Moved: Lauber

Seconded: McFadden

Carried

5. Committee Reports

There were no committee reports.

6a. EZ Pay Drawing

Joseph Kamara, won the quarterly drawing for members of the EZ Pay plan which entitles him to a \$200 credit towards the payment of his coop fees.

6b. Portable Storage Container Request, 36K Ridge Road

Richard Campbell, said that the container measures 8' x 8' x 12' and he is not sure how long he will need the container because he is unable to gauge how long his home renovations will take. Director Hudson emphasized that the Board will not allow an unlimited, open-ended time frame for the placement of the container and asked Mr. Campbell to specify a maximum amount of time. Mr. Campbell responded that he will take the amount that is given to him. Director Hudson noted that Mr. Campbell's initiative in undertaking this work is in response to pressure from GHI to clean up his unit. He added that allowing portable storage containers for this purpose could mitigate deterioration of units. General Manager Overdurff clarified that GHI asked that the exterior of the unit be addressed (as a result of the community beautification program), but the interior has not been inspected.

Board members discussed the placement of the suggested storage container on parking space #21, proximity to both the sidewalk and City property as well as other options, e.g., a smaller container or off-site storage. Mr. Campbell said having a portable storage container would be easier in terms of "timing" and would provide easier accessibility to his belongings, however, he acknowledged that renting an off-site storage unit could be possible.

MOTION: THE BOARD OF DIRECTORS DOES NOT ALLOW PLACEMENT OF THE PORTABLE STORAGE CONTAINER AT PARKING SPACE #21 OF 36 RIDGE ROAD FOR A PERIOD GREATER THAN ONE WEEK.

Moved: Ready

Seconded: Alpers

Carried

Opposed: Moore

Prior to a vote on the motion, Director Hudson read the rule related to portable storage containers and interpreted that using such a container for a temporary loading situation does not appear to be beyond the scope of the rule. In response to a question from Director Hudson, Mr. Campbell said that having the container for one week may or may not help and he would pursue securing a permit from the City to place a container on Ridge Road. The motion passed and President Lewis clarified that Mr. Campbell could have the container in parking space #21 for one week.

6c. Proposed Gardenside Deck & Sunroom Enclosure, 46G Ridge

On 22May06, Ms. Lee-Ellen Zukauskas submitted a permit request to construct a gardenside deck and sun porch enclosure at 46G Ridge Road. Staff identified to the member that this represents a condition contrary to GHI rules: §X.D.1 Placement, §X.F.3 and §X.F.4 At its meeting of 9Aug06, the A&E Committee recommended 4-1-1 that the member at 46G Ridge be allowed to construct the deck and sunroom enclosure at 46G Ridge Road with the understanding that Technical Services be consulted for issues regarding the structure of the deck and the attachment of the sunroom enclosure to the unit.

Vice President Ready voiced her concern about the lifespan of the addition and that it would be exempt from the addition maintenance program. Staff Engineer Sporney said that the addition will have “unconventional construction” and will be the responsibility of the member to maintain.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW INSTALLATION OF THE PROPOSED DECK AND SUNPORCH ENCLOSURE AT 46G RIDGE ROAD. [THE PERMISSION FOR THE INSTALLATION OF THIS ADDITION EXPIRES ONE YEAR AFTER THE PASSAGE OF THIS MOTION.]

Moved: Alpers
Opposed: Ready

Seconded: McFadden

Carried

6d. Yard Line Certification: 2 Court Eastway, 25 Court Ridge

At the Board meeting of 5Oct06, discussion included proper representation of the yard line between 2A&B Eastway, and the verbiage used for the certification regarding future revisions. At its meeting of 10Oct, the Yard Line Committee reviewed and recommended revised plats for 2A&B Eastway, as well as considered verbiage for the certification. By consensus, the Committee recommended the following verbiage to be added to the certification statement on yard plats:

The cooperative reserves the right to redraw yard lines when the membership changes hands, or when necessary.

Twenty (20) yard plats were presented to the Board for certification (the revised verbiage for the certification will be re-stickered after Board approval is received but prior to application of the President’s signature.)

Director Morse expressed his concern about the tone of the verbiage as it will be highly visible. He said that the verbiage expresses a temporal application where there is no limitation and may lead to confusion. He acknowledged that having yard lines redrawn at the time of an MOC change might pose the least hardship for a member and questioned what scenarios are implied in “when necessary.” He

stressed the need to reassure current and prospective members and suggested adding “for the good of the community, in accordance with GHI policies” at the end of the statement.

Vice President Ready reread the original verbiage she had proposed. She stated that “when necessary” was meant to convey when a “new piece of information” is introduced in the future. She stressed that the verbiage was intended to be firm and to protect the cooperative.

Treasurer Alpers questioned if an MOC change would be the most appropriate time for a yard line change, and suggested terminating the sentence after the word “lines.” Director McFadden emphasized educating members about this verbiage at orientation. Director Morse said that the verbiage should reflect respect for an “individual’s interest in their yard” and should be free of arbitrariness, capriciousness and favoritism.

Director Hudson drew attention to a statement regarding yard lines in the handbook and recommended that the word “permanence” be removed from this passage if the verbiage is approved.

MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING VERBIAGE FOR LABELING YARDLINE CERTIFICATION: “THE COOPERATIVE RESERVES THE RIGHT TO REDRAW YARD LINES.”

Moved: Hudson

Seconded: Moore

Carried

Opposed: Morse

Abstained: McFadden

In response to a question from Vice President Ready, Staff Engineer Sporney indicated that the member has not been notified regarding revisions to the plat for 2B Eastway. Therefore, Director Hudson recommended that all plats be certified except 2B Eastway.

MOTION: THE BOARD OF DIRECTORS DOES APPROVE THE YARD PLATS FOR 2 COURT EASTWAY, AS PRESENTED, WITH THE EXCEPTION OF 2B EASTWAY, WITH CERTIFICATION WORDING REVISED AS ACCEPTED IN PREVIOUS MOTION.

Moved: Hudson

Seconded: Ready

Carried

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 25 COURT RIDGE AS PRESENTED, WITH CERTIFICATION WORDING REVISED AS ACCEPTED IN PREVIOUS MOTION.

Moved: Ready

Seconded: Hudson

Carried

6e. Green Ribbon Task Force

President Lewis appointed the following members to the task force: James Cohen (Chair), Frank DeBernardo, Lora Katz, Molly Lester, Ronnie Scotkin, and Nancy Solomon. She noted that, in order to maintain impartiality, Board members could not be appointed to the task force. She said that Suzette Agans would serve as Board Liaison and Director of Physical Plant Services Ralph as Staff Liaison. She gave a brief biography on each member and thanked them for their willingness to serve. Of

particular note, she said, was that Chair Cohen's graduate students in the Urban Studies and Planning Program at

the University of Maryland have been conducting a 50-year study of GHI. She noted that the task force welcomes representation from block unit members as well as those with engineering/structural expertise. She announced that through the AIA, Potomac Valley Chapter, GHI has received a \$15,000 matching grant in support of this initiative.

Audit Committee Chair Wilkerson asked for clarification of the Audit Committee's role with the task force; President Lewis responded that the Board cannot dictate the role of the Audit Committee in this capacity. In terms of the Audit Committee's attendance at task force meetings, Vice President Ready explained that, as in the case of all committee meetings, the Audit Committee is encouraged, but is not required to attend.

6f. 2006 Fall Concrete Contract – 2nd Reading

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH CPE, INC., FOR THE FALL SEASON REPAIRS OF CONCRETE SIDEWALKS FOR A COST NOT TO EXCEED \$22,721.

Moved: Moore

Seconded: Alpers

Carried

Director Ready inquired which specific locations were to be repaired as she often receives inquiries from members. Director of Physical Services Ralph explained that these repairs are done twice each year and that a member should contact GHI directly regarding any sidewalk needing repair or for information about scheduled sidewalk repairs.

6g. Purchase of a Vehicle for the Maintenance Department – 2nd Reading

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR SECOND READING AND FINAL PASSAGE TO PURCHASE EITHER ONE USED FORD 250 OR CHEVROLET SILVERADO 2500 PICK-UP TRUCK WITHOUT A SNOW PLOW AT A COST NOT TO EXCEED \$16,832.00 (AND IN ACCORDANCE WITH THE CRITERIA OUTLINED IN THE MANAGER'S MEMORANDUM) OR ONE NEW CHEVROLET SILVERADO 2500 PICK-UP TRUCK WITH SNOW PLOW FROM SPORT CHEVROLET AT A COST NOT TO EXCEED \$ 26,066.00.

Moved: Ready

Seconded: Morse

Carried

6h. Employee Health Care Benefits

In light of rising rates and a projected 30% increase for 2007, GHI asked Gregory Maher, Executive Vice President with Group Insurance Solutions, to look for other alternatives to MAMSI, Optimum Choice, the current medical health care insurance provider. Based on his input, staff is recommending that GHI change its health provider to CareFirst Open Access Health Savings Account (OA HSA).

General Manager Overdurff began the discussion by providing an overview of the situation and introduced Mr. Maher who explained how an HSA works. Overdurff opined that GHI should fund

\$1,000 (80%) of the deductible for the HSA. Mr. Maher said that the CareFirst OA HSA plan is a high deductible plan offering access to more physicians.

Mr. Maher responded to questions from the Board regarding HSA's including: withdrawal of funds, ineligible services, accrued interest, deductible increases, contributing above the deductible, tax savings, claims administration, banking fees, and domestic partner coverage, among others. He explained that one weakness of the HSA is that it can initially pose a cash flow shortage as contributions to the fund are made on a monthly or quarterly basis.

Director Morse inquired if the HSA might discourage an individual from seeking medical services because that amount will be withdrawn from their HSA. Mr. Maher was unaware of any research on this scenario.

Director of Finance Ruckman said that this change will save GHI \$176,000 prior to funding of the deductible at 80% and \$150,000 after. Vice President Ready suggested that some of this savings be made available to staff as a loan for medical expenses. Overdurff suggested that the Board approve the budget based on a 13% rate increase; staff will provide more figures on this recommended change.

MOTION: THE BOARD OF DIRECTORS CONCURS WITH THE RECOMMENDED CHANGE IN HEALTH CARE PROVIDERS FROM MAMSI, OPTIMUM CHOICE TO CAREFIRST HSA AND DIRECTS STAFF TO PROVIDE EMPLOYEES WITH A HEALTH SAVINGS ACCOUNT FUNDED AT A MINIMUM OF 80% BY THE COOPERATIVE FOR THE BUDGET YEAR 2007.

Moved: Alpers

Seconded: McFadden

Carried

MOTION: THE BOARD OF DIRECTORS APPROVES OF A PREMIUM COST SPLIT OF 90% / 10% BETWEEN GHI AND EMPLOYEES FOR THE PAYMENT OF HEALTH CARE PREMIUMS FOR THE BUDGET YEAR 2007.

Moved: Ready

Seconded: Moore

Carried

6i. Proposed 2007 Budget – 1st Presentation

The Board reviewed the first draft of the proposed 2007 budget. Treasurer Alpers noted a correction regarding slate roofs and Director of Finance Ruckman explained this change and its ramifications. President Lewis added that differing increases based on unit type are directly related to costs and how they are divided. Director Hudson requested pie charts reflecting receipts and expenditures for previous budgets to provide context for the 2007 budget. He also inquired about the amount reflected under other income. Ruckman explained that these funds belonged in the replacement reserves not interest income; these funds have to be reflected as such, but migrate out immediately. Director Morse suggested that any undesignated funds go towards exterior lighting. Director of Physical Services Ralph said that an in-house program is addressing two sites in 2007. Ruckman said that revisions and redistributions will take place prior to review again by the Board.

7. Items of Information

No discussion.

8. President

President Lewis announced that leaf bags will be made available to members at the front desk during working hours as well as from 9 am – 12:30 pm in garage 24 at 6 Court Hillside on the following Saturdays: November 4 and 11, December 2 and 9. She said that members are needed to staff the garage on Saturdays and both Woodlands Committee members and court liaisons will be assisting with distribution. An advertisement with this information will appear in the *Greenbelt News Review*.

Lewis also advised that she attended the Maryland Common Area Task Force Meeting which addresses current issues and makes legislative recommendations to the state. She said that these recommendations will be monitored for financial implications.

9. Board Members

Director Morse noted that former President Eichhorst would be missed at future community picnics. Board members commended Director Morse for the band he secured for the picnic. Secretary Lauber recognized member Molly Lester, for her attendance and input at the Yard Line Committee meetings. Treasurer Alpers expressed her hope that she will be as conscientious with the financials as former Treasurer Lewis has been. Director McFadden highly commended the Member & Community Relations Committee for producing the community picnic.

Audit Committee member Moore reported that the new member's social was a great event. Audit Committee member Iacangelo inquired about feedback on the reserve workshop. Eldon Ralph, Director of Physical Services, gave an overview and reported that it was a very good workshop.

10. Manager

President Lewis thanked Director of Member Services Krob for her work on the picnic.

MOTION: TO ADJOURN.

Moved: Moore

Seconded: McFadden

Carried

The meeting adjourned at 10:05 p.m.

Dorothy Lauber
Secretary