

Minutes
GHI BOARD OF DIRECTORS
November 3, 2011

Present: Boswell, Hess, James, Jones, McFadden, Morse, Novinski, and Wartell

Absent: Moore

General Manager Gretchen Overdurff
Assistant General Manager Eldon Ralph
Joan Krob, Director of Member Services
Joseph Perry, Finance Director
Tom Sporney, Mgr. of Technical Services
Dianne Wilkerson, Audit Committee Chair

Debbie Cooley, Audit Committee
Bill Edwards, Audit Committee
Henry Haslinger
Margaret Capurso
Altoria Ross, Recording Secretary

President Boswell called the meeting to order at 7:00 p.m.

1. Approval of Agenda

The items on the consent agenda, the approval of the October 6 minutes and the Fall Concrete Sidewalk Contract, 2nd Reading, were removed, thus eliminating the consent agenda.

MOTION: TO APPROVE AGENDA AS AMENDED.

Moved: Hess

Seconded: Wartell

Carried 8

2. Visitors and Members

President Boswell welcomed visitors and members.

3. Approval of Membership Applications

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

- **AARON S. PRATT AND KRISTIE D. MAGEE, JOINT TENANTS WITH RIGHTS OF SURVIVORSHIP.**
- **JEFFREY P. CUMBERLAND, SOLE OWNERSANDRA LEE, SOLE OWNER.**
- **MATTHEW C. NICHOLS AND LISA D. NICHOLS, TENANTS BY THE ENTIRETY.**
- **STEPHEN SCIANNELLA, SOLE OWNER.**
- **BROOK BAILEY AND JENNIFER BAILEY, JOINT TENANTS WITH RIGHTS OF SURVIVORSHIP.**

Moved: James

Seconded: Hess

Carried 8

MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT RECREATIONS:

- **CAROL AQUI, SOLE OWNER.**
- **CRAIG CHARRON, SOLE OWNER.**
- **ERIK J. HANSON, SOLE OWNER.**
- **MICHAEL O'DRISCOL, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 8

MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGE:

- **ESTATE OF JOHN MCILVEEN, BE TRANSFERRED TO GREENBELT HOMES, INC.**

Moved: James

Seconded: Jones

Carried 7-1
Hess abstained.

4. Committee Reports

- Additions Maintenance Program Task Force- Director McFadden announced the task group will meet on November 7.
- ARC – Director Novinski said that Bill Jones visited the committee and thanked the members for their work. He also asked them about their objections to the vinyl sheds. The committee will be dealing with five exceptions.
- Buildings Committee – Director Jones reported crawl spaces work is to be completed by November 18. The Weatherization Workshop will take place on January 7 at 2 p.m.
- Bylaws Task Force – Director Novinski stated the committee will meet on November 14 at 7 p.m. Any changes will be published during the year rather than waiting for the Annual Meeting.
- Communications Task Force – President Boswell told the Board the trial period for the emailed newsletters has come to an end.
- Companion Animal Committee – Director Wartell spoke about the committee's search for appropriate signs to remind members to clean up their animals' waste. President Boswell asked to be placed on the agenda for the next meeting.
- Sub Committee on Sheds – Director Jones said the committee will meet again on Sunday at 11 a.m. and will have a first draft of possible changes from which to work.

- Ad-Hoc Yard Line Committee – Director Novinski mentioned the committee will be reviewing yards at 7 Crescent.

5. Consent Agenda

The items, approval of the October 6, 2011 minutes and the Fall Concrete Sidewalk_Contract, 2nd Reading, were both removed from the consent agenda, thereby eliminating it.

6a. Approval of Minutes: October 6, 2011

MOTION: TO APPROVE MINUTES OF OCTOBER 6, 2011 AS PRESENTED.

Moved: James

Seconded: Hess

Carried 7

Abstained: Morse

6b. The Fall Concrete Sidewalk Contract, 2nd Reading

Tom Sporney, manager of Technical Services, explained that the quote from JAC Construction, Inc. omitted numbers 31 and 32 from the list of courts. Therefore, the revised contract rendered a new price with the inclusion of those courts. Alcoa Concrete & Masonry also submitted a bid for the job of \$28,575.

MOTION: THE BOARD OF DIRECTORS RESCINDS ITS PRIOR MOTION OF OCTOBER 20, 2011 AUTHORIZING THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH JAC CONSTRUCTION, INC., FOR THE FALL REPAIRS OF CONCRETE SIDEWALKS AT 30 GHI SITES AT ITS BID \$16,230.00, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$17,853.

Moved: James

Seconded: Morse

Carried 8

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR THE FIRST READING, TO ENTER INTO A CONTRACT WITH JAC CONSTRUCTION, INC., FOR THE FALL REPAIRS OF CONCRETE SIDEWALKS AT 30 GHI SITES AT ITS BID,

\$18,110, PLUS 10% FOR CONTINGIENCIES, FOR A TOTAL NOT TO EXCEED \$19,921.

Moved: James

Seconded: Morse

Carried 8

MOTION: THE BOARD OF DIRECTORS SUSPENDS THE RULES TO ALLOW A SECOND READING OF A CONTRACT MOTION AT THE SAME MEETING AND AUTHORIZES THE MANAGER, FOR THE SECOND READING, TO ENTER INTO A CONTRACT WITH JAC CONSTRUCTION, INC., FOR THE FALL REPAIRS OF CONCRETE SIDEWALKS AT 30 GHI SITES AT ITS BID, \$18,110, PLUS 10% FOR CONTINGIENCIES, FOR A TOTAL NOT TO EXCEED \$19,921.

Moved: Hess

Seconded: Jones

Carried 8

6c. Suggested Rule Change for Size of Wood-framed Sheds

At the 12Oct ARC meeting, the committee discussed the specific case for an oversized shed at 69C Ridge Road. The opinion of the committee was to recommend a revision to the current rule as:

§IX.C.4 Sheds for 1-bedroom frame apartments are limited to ~~60~~ 64 square feet or 8% of the yard where the shed is to be located, whichever is smaller.

ARC voted 6-0-0 to recommend that the rule be changed from 60 to 64 square feet. The reason given in favor were that 60 square feet is a non-standard size while there are many 64 square foot sheds available.

MOTION: THE BOARD OF DIRECTORS DOES APPROVE CHANGING THE MAXIMUM SIZE OF A WOOD FRAMED SHED FOR 1-BEDROOM HOMES FROM 60 SQUARE FEET TO 64 SQUARE FEET, AS STATED BELOW:

§IX.C.4 SHEDS FOR 1-BEDROOM FRAME APARTMENTS ARE LIMITED TO 64 SQUARE FEET OR 8% OF THE YARD WHERE THE SHED IS TO BE LOCATED, WHICHEVER IS SMALLER.

Moved: Hess

Seconded: McFadden

Carried 8

AMENDMENT: THAT THE MAXIMUM SIZE OF THE WOOD FRAMED SHED FOR 1-BEDROOM HOMES BE 80 SQ FEET.

Moved: Jones

Seconded: McFadden

Failed 3-5

6d. Request for Oversize Shed Rules, 69C Ridge

Based on the motion carried in 6c, the member at 69C Ridge no longer needed an exception.

MOTION: THE BOARD OF DIRECTORS REMOVES 6D FROM THE AGENDA.

Moved: Hess

Seconded: McFadden

Carried 8

6e. Transition Activities

Audit Committee Chair Dianne Wilkerson reported that Lisa Burford of Transition Guides would like for every member of the Board and the Audit Committee to complete the emailed sustainability survey in one week. The responses will be used for the December 8th workshop. Mrs. Wilkerson also said 64 invitations were sent on October 25 for the December 11 retirement reception. The taskforce would like to disband and leave the town hall meeting arrangements to the Board after the event on December 29, welcoming the new general manager and saying good bye to Gretchen Overdurff.

Assistant General Manager Eldon Ralph mentioned the topics that would be covered at the December 8th workshop. President Boswell asked Assistant General Manager Ralph for his staff's help in planning the town hall meeting.

6f. WSSC Update

President Boswell called the Board's attention to a letter addressed to WSSC from GHI mentioning matters discussed at a prior meeting.

6g. Membership Approval Criteria

The Board discussed at length whether the present membership criteria should be changed; no action was taken.

6h. 2012 Proposed Operating Budget, 2nd Reading

Finance Director Joseph Perry summarized the changes made to the budget based on Board input at last month's meeting.

MOTION: THE BOARD OF DIRECTORS ADOPTS THE 2012 OPERATING BUDGET FOR SECOND READING AND FINAL PASSAGE IN THE AMOUNT OF \$9,364,349 WITH DEPRECIATION OF MEMBERS' HOMES OF \$617,659.

Moved: Hess

Seconded: Jones

Carried 8

7. President

President Boswell acknowledged in passing the presence of the announcements and stated he had already voted in the city elections because he would be out of town the following week. He said he also received favorable comments about the letter published in the News Review promoting the picnic and the Dorothy Lauber write up.

8. Manager

- General Manager Overdurff will be out of the office from November 10-14. She said Congresswoman Maloney has sponsored a bill in Congress that would approve veterans using the VA bill to move into co-ops. She also mentioned a nation-wide emergency alert test taking place on November 9 at 2 p.m. Lastly, she said Thursday, May 17, 2012 is available for the Annual Meeting.

- Assistant General Manager Ralph gave a report on the insulation of the crawlspaces.

9. Board Members

- Director James – Stated that Greenbelt Community Development Corporation had its first annual meeting and has elected a board and approved bylaws.
- Director Hess – reminded members to vote in the city elections.
- Director Perry – confirmed the Board received the automatic deposits.

MOTION: TO ADJOURN.

Moved: Hess

Seconded: McFadden

Carried 8

The meeting adjourned at 10:30 p.m.

Ed James

Secretary