

Draft Minutes
GHI Board of Directors
November 5, 2009

Present: Hickey, James, Lewis, Morse, McFadden, Novinski, Mazursky, Agans, Boswell

Others in Attendance:

Gretchen Overdurff, General Manager
Joan Krob, Director of Member Services
Joe Perry, Director of Finance
Eldon Ralph, Assistant General Manager
Tom Sporney, Staff Engineer
Brenda Lewis, Director of Human Resources
Dianne Wilkerson, Chair, Audit Committee
Henry Haslinger, Audit Committee
Patty Bergemann, Recording Secretary
Chuck Hess
Hermene Eccleston
Craig Roberts
Jeanette Grotke

President Agans called the meeting to order at 7:43 p.m.

1. Approval of Agenda

Item 6c, *Guest Speaker from the State Attorney's Office*, was removed from the agenda and will appear on a future agenda.

MOTION: TO APPROVE THE AGENDA AS REVISED.

Moved: Boswell

Seconded: Novinski

Carried 8

2. Visitors and Members

There were no comments from the members in attendance.

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:

- VELMA KAHN
- SUSAN F. PETERSON AND DAVID V. PETERSON
- JANICE E. GOEDEKE
- SARAH HENSON-DARKO

Moved: James

Seconded: McFadden

Carried 8

FOR THE RECORD: BOARD POLL ACCEPTED THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGE ON OCTOBER 8, 2009, AND MEMBERSHIP WAS AFFORDED HER AT THE TIME OF SETTLEMENT:

- JEANNETTE E. ALLEN

FOR THE RECORD: BOARD POLL ACCEPTED THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGE ON OCTOBER 29, 2009, AND MEMBERSHIP WAS AFFORDED HER AT THE TIME OF SETTLEMENT:

- **ILONA D. HORCHLER**

MOTION: THAT THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGES:

- **IRENE RICE AND ALBERT L. RICE TO IRENE RICE, SOLE OWNER**
- **HERMENE JOHNSON TO HERMENE ECCLESTON, SOLE OWNER**

Moved: James

Seconded: Boswell

Carried 8

4. Committee Reports

The winterization report from the Buildings Committee appears under a later agenda item; the Board will discuss it at that time.

5. Consent Agenda

MOTION: TO APPROVE THE CONSENT AGENDA.

Moved: James

Seconded: Hickey

Carried 8

6a. Approval of Minutes: September 17, 2009

MOTION APPROVED BY CONSENT AGENDA: TO APPROVE THE MINUTES OF SEPTEMBER 17, 2009.

6b. Approval of Minutes: October 1, 2009

MOTION APPROVED BY CONSENT AGENDA: TO APPROVE THE MINUTES OF OCTOBER 1, 2009.

6c. Guest Speaker – State Attorney’s Office, Nuisance Abatement Act

This item was removed from the agenda and will appear on a later agenda.

6d. Yard Line Certifications: 3, 5, & 7 Woodland Way; 2 & 4 Courts Gardenway; and 26 & 28 Courts Ridge

Yard Line Committee Chair Wilkerson shared information about how the committee came to decide on yard lines at 2A and 2T Gardenway. Member Chuck Hess suggested that clarification is needed in the 5-foot rule for fences running parallel to garages versus perpendicular to garages and expressed his reasoning for the suggestion. Director Boswell agreed that the wording needed to be clearer regarding which fences are subject to the rule. After some discussion, consensus was reached to change the rule to read: *“To maintain GHI access to garages, no fences, plantings, or structures may be installed within five feet of the garages, except for fences installed perpendicular to the garage wall.”* Because of the few situations where such a

rule is necessary, it was agreed that this rule did not need to be added to the Members' Handbook, at this point in time.

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 3, 5, AND 7 WOODLAND WAY AS PRESENTED.

Moved: James

Seconded: Lewis

Carried 8

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 2 GARDENWAY AS PRESENTED.

Moved: James

Seconded: Boswell

Carried 6

Abstained: Hickey, Lewis

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 4 GARDENWAY AS PRESENTED.

Moved: James

Seconded: Novinski

Carried 8

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 26 RIDGE ROAD AS PRESENTED.

Moved: James

Seconded: Boswell

Carried 8

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 28 RIDGE ROAD AS PRESENTED.

Moved: James

Seconded: Novinski

Carried 8

6e. Proposed Gardenside 3-Season Porch, 6P Plateau Place

Because the member from 6P Plateau Place was not in attendance, this item was tabled until the next Board meeting.

CONSENSUS: THIS ITEM WILL BE TABLED UNTIL THE NEXT BOARD MEETING.

6f. Unpermitted Overlength Privacy Screen, 7 Woodland Way

Director Novinski, liaison to the Architectural Review Committee, deferred discussion of this item to Staff Engineer Sporney. Sporney asked if the Board wanted a synopsis of the situation; the Board did not. Ms. Gournay explained that she had not violated the rule on purpose. Rather, she understands that there was a lack of communication between her and Matt Berres. Ms. Gournay explained that her neighbors behind her are not GHI members and the conditions of their yards have changed since she move into her home in that trees, sheds, and fences have fallen, which prompted her to place the privacy screen. Several board members voiced views that favored allowing the exception; i.e., the uniqueness of the situation and the way the screen blends with the surroundings.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW THE INSTALLATION OF A 6'x24' PRIVACY SCREEN ON THE WEST YARD BOUNDARY AT 7 WOODLAND WAY AS BUILT. THE MEMBER MUST OBTAIN REQUIRED COUNTY & CITY PERMITS.

Moved: Boswell

Seconded: Morse

Carried 7

Opposed: Hickey

6g. Proposed Shed, 2D Southway

President Agans explained that an email was received from Mr. John Nichols, stating that he was not able to attend the meeting, but that the Board should go ahead with the discussion. Mr. Nichols' email requested that GHI do a survey of all homes that have two sheds, as well as the circumstances surrounding the installation of each second shed.

Board discussion centered on: 1) the need for the member to be present during deliberation; 2) whether the first structure, built to look like an addition, is an addition or a shed; 3) how the second shed fits in aesthetically and if the member pays an addition maintenance fee for the current structure and 4) whether granting this exception would set a precedent encouraging others to seek a second out-building.

Member Chuck Hess, remarked that when the Board makes exceptions to rules, it should only make them in exceptional cases. Hess stated that while the existing homes with two sheds may have been exceptional cases, each made the next exception easier to obtain. The Board concurred that no survey or research should be undertaken on the existence of units containing two sheds in GHI, as it is not relevant to the request for exception.

MOTION: TO TABLE THE ITEM UNTIL A FUTURE MEETING.

Moved: Morse

Seconded: Mazursky

Carried 8

6h. Health Insurance

General Manager Overdurff explained that this item gives the Board an opportunity to see what is happening along the lines of health insurance for staff. In the past, this item had been built into the budget and not been presented separately.

In presenting the proposed health plan, Brenda Lewis, Director of Human Resources, explained that this is the third year that GHI has had its high deductible plan with a health savings account attached to it. The premium for this plan was a savings from the old plan, and because GHI's age group is at such a point that they could have a 16% increase in premium, as opposed to the 35% increase. Lewis explained that this is before the Board for consideration of the amount that employees will be asked to contribute for their health insurance. Lewis reminded the Board that staff raises this year may not be as generous as in the past, and that staff is asking the Board to consider maintaining the level of contribution: 90% contributed by the company, 10% paid by staff, plus funding 85% of health savings accounts. Brenda Lewis explained that health savings accounts are funded twice per year, in an effort to prevent employees from quitting and leaving with that money. Lewis further explained that the dental insurance premium for 2010 has increased by 5%, but that life insurance rates have not yet been received for 2010.

Director Morse asked about the difference in premium, pointing out a discrepancy between Ms. Lewis's presentation and the figures put forth in the Manager's Memo (30% versus 35%). Ms. Lewis explained that when staff returned to the high deductible, the increase went down to 30%.

The Board of Directors moved to the discussion of the entire 2010 budget before considering the motion on health insurance.

6i. Proposed 2010 Operating Budget – 1st Reading

President Agans explained the process for approving the operating budget. She asked Director of Finance Perry to explain the differences on the 2010 budget. Perry explained that staff increases were listed at 1% and at 2%, and that the health insurance increase was shown at both 5% and 10%. Perry explained that the differences in other areas affected include salary increase and employee contribution to health care. Perry noted that changes in member charges need to be increased to 5%. In response to a question from President Agans, Perry explained that the extra 5% would be used for property taxes, health insurance, and trash collection, and that staff has found some ways to save money.

Director Boswell asked Brenda Lewis if the employee health care contribution of 5% to 10% had been discussed with staff members. Ms. Lewis explained that while she did not ask staff about the possible change in employee contribution, she did ask about the possibility of changing to a plan with a higher deductible. Staff did not look upon this possibility favorably, as the deductible is also responsible for out-of-pocket expenses for employees. Some staff expressed that a plan with a higher deductible would make the costs of a medical emergency astronomical for some employees. Ms. Lewis explained that while employees now pay 10% of their premium, staff has discussed an additional 5% to 10% of the premium to be paid by employees. Ms. Lewis also shared that there has not been any discussion with staff about changes to the health savings account contribution.

Director of Finance Perry identified an increase in garage rental fees as one of the changes in the 2010 budget. Perry explained that a 7% increase is reasonable, bringing the monthly rental fee to \$43 for vehicles parked in garages, and \$96 for garages used as storage.

Director James asked how trash pickup costs are maintained. General Manager Overdurff explained that there is no contract or agreement, but that the City of Greenbelt simply bills GHI. Director James pointed out that in the past, the City was paid for recyclable materials, and now GHI must pay for recyclables to be collected. Member Chuck Hess shared concerns about the costs of trash collection faced by GHI. He stated that it would be surprising if the City voluntarily reduced costs for trash collection, as it is an important revenue stream. Hess explained that because GHI's units are close together, it is faster to serve them on average than stand-alone homes. He further stated that there are fewer people and less trash per home than stand-alone homes on average, and surmised that there is a greater percentage of recycling in GHI homes than in other areas of the City. Hess shared that the Mayor has told him that if GHI discontinued trash collection with the City of Greenbelt, it would kill the City's trash collection all together. Hess suggested that staff look into other trash collection agencies for future budget years. He then pointed out that the City only needs to send one bill to GHI that covers all 1600 units, rather than 1600 individual bills, thereby saving time, paperwork, and money for the City. Hess urged that if GHI staff were assertive in its negotiations, a more beneficial agreement could be made with the City for trash collection. Director Morse asked if it would be feasible to bid out trash collection, and ask the City to put in a bid. Director Lewis acknowledged that bids would be a good idea, but that it would not be able to happen in time for the 2010 budget. Lewis further shared that GHI should not be charged the same rate as 1600 stand-alone households would be. Hess stated that the rest of the City would be upset with GHI if City trash collection stopped because GHI went with a lower bidder. Director McFadden agreed and expressed that GHI needs to keep good relations with the City. President Agans stated that while it was too late for the 2010 operating budget, a discussion should be opened up with the City.

Director of Finance Perry shared that he did call the City in regards to Chuck Hess's points on trash collection, at which time the City shared with him that they were operating trash collection at a loss, even with the amount that GHI was paying. Perry can call to discuss the issue again, but wanted to make sure that the Board knew that it had already been discussed. In response to a question from Director Morse, Perry stated that the City is operating at a loss for all City trash collection, not just for GHI trash collection, and that more than half of the City's customers for trash collection are GHI members. Hess pointed out that even if the City is losing money on trash collection, all of his previous arguments remain true. He stated that if it is true that it is more efficient to collect trash from 100 GHI homes than from 100 homes elsewhere, then it is either true that the City is making money on GHI and losing money elsewhere, or losing a small amount of money on GHI customers, and a larger amount of money on other customers. Hess explained that the City's overall efficiency is not a factor in how much they make on GHI. Director Lewis pointed out that the City is no longer making money on recyclables, and further, must pay to get rid of recyclables. Director Morse stated that GHI knows the quality of services provided by the City.

Director Boswell asked about the discrepancy in numbers for the real estate tax projections. Perry explained that staff has not yet received the official document from the state. The guess from Mr. Monks is that GHI will be assessed at \$230 million. Perry explained that GHI is capped on how much the growth can be from year to year, so that assessment will not affect the taxes. The figure in the budget should be \$2.612 million.

Director Mazursky asked if any of the figures showed a 1% salary increase with a 5% employee contribution to health care. Perry responded that no, that had not been calculated, but there will still be approximately \$12,000 with one or the other. Member Chuck Hess pointed out that a 1% increase in employee salaries adds 0.4% to member charges. Additionally, a 5% employee contribution to health care decreases member charges by 0.2%, and a 10% employee contribution to health care decreases member contribution by 0.4%. Hess asked Perry if a 1% salary increase would be cancelled out in the budget by a 10% employee contribution to health care. Perry stated that while the numbers sounded right, he could not confirm the scenario put forth by Hess until he plugged the numbers into the budget. Director Boswell expressed that he wants to give staff a 1% increase, but that he does not want to increase staff contribution to health care by 10% to offset the salary increase. Boswell shared his opinion that the increase is not worth it if it results in extra staff contributions. Director Lewis shared that without raises, she is afraid that GHI will lose good employees. She explained that 1% for salary increases does not mean a 1% raise for all employees, but that 1% overall would be authorized for management to award for excellent service. Lewis went on to say that, she does not want to charge more for health insurance, as it is a harder burden to bear for those employees who are on the low end of the salary scale. Lewis stated a need to cut the budget elsewhere, without increasing member fees any further. In response to a question from Director Novinski, Director of Human Resources Lewis explained that the proposed health care changes at the level of the federal government would take several years to go into effect.

Member Hess suggested a way of increasing the average employee salary without increasing member charges: decreasing the workforce. Hess stated that if one position were reduced a 2.5% salary increase could be given without changing the budget. General Manager Overdurff shared that reducing the workforce has been considered, and that it is a difficult decision to make. Director Morse asked for staff's thoughts on where budget cuts could be made. Morse also asked for thoughts from staff on the value of a 1% salary increase. President Agans asked if the Board

was interested in pursuing a 1% salary increase. Director McFadden shared that she sees merit in the ability to offer raises. Member Craig Roberts stated that 1% is not much leverage to have over an employee. Director Mazursky expressed that given the current economic situation throughout the country, he is willing to keep a full staff without any increases, as opposed to terminating a position to give the staff a limited increase. Mazursky further explained that given the economic climate, he feels that it is unlikely that staff will try to find a job elsewhere because they did not get a raise. Director McFadden reminded the Board of the devastating effect that layoffs have on the morale of the staff. Member Roberts shared his personal experience: he has not received a raise in the last two years, but he is not looking elsewhere because his job is secure. Hess shared another reason to support no raises for staff: when members ask why their coop fees increased 5%, staff will be able to say that the budget items that increased were out of their control, and that GHI employees did not even receive a raise. This will show members that GHI staff and Board members cut costs where they could. Director Hickey shared that while he would love to see a 1% raise, he would prefer to see all of the employees keep their jobs. Director James stated that if the Board were to cut a staff position, it would imply that there is slack in the organization, as well as cutting services to members. James stated that a mid-year reevaluation could always be done. Agans summarized the discussion by stating that the Board is in favor of no increase for staff salaries, and that staff should try to find more savings wherever possible.

Director Lewis asked Director of Finance Perry about an increase of interest income from the previous year. Perry explained that there was additional interest from a contingency fund, which was not set aside for replacement reserves. In response to a follow-up question from Director Lewis, Perry stated that there will be a slight surplus in the budget, \$60,000 to \$65,000, and it would be up to the Board to decide where to apply that surplus. The Board discussed the possibility of putting the surplus toward the replacement reserves fund in order to reduce member contributions, thereby reducing member fees for 2010. Based on a point made by member Chuck Hess about the jump in member fees for 2011 that might occur because of reduction of member contributions in 2010, the Board decided against using the surplus toward the replacement reserves fund.

President Agans directed the Board's attention to the budgeted amount for charitable contributions, \$2,000, suggesting that the Board could remove that item from the 2010 budget. Agans also suggested reducing committee budgets. Hess reminded the Board that while the \$2,000 for charitable contributions does not need to be spent, the bylaws state that the money must be budgeted for contributions. The Board then discussed GHI's newsletter, *The Communicator*. Director Lewis asked the Board to consider reducing the number of hard copies printed, and to send out the newsletter electronically instead; Director Morse expressed concern about the amount of time required to develop and maintain a distribution list, compared to how much money would actually be saved. The Board discussed changing the frequency of the newsletter. General Manager Overdurff pointed out that *The Communicator* is GHI's main vehicle of communication to its members, and that the frequency of printing and distribution should not be reduced.

Director Boswell asked staff if maintenance costs could be reduced through member education, or if most costs are due to aging infrastructure and facilities. Overdurff stated that needless money has been spent on repairs due to long-term, ongoing problems; she mentioned that staff has not entered some homes in over 20 years. Overdurff further stated that a policy might be needed to hold members accountable for damages resulting from unreported problems and/or neglect. The Board discussed the need for regular inspections of members' homes in order to reduce

maintenance costs. Director Boswell explained that while regular inspections may cost more now, a great deal of money could be saved in the future due to avoided repairs.

In response to a question from President Agans, Assistant General Manager Ralph explained that approximately \$50,000 is budgeted yearly for sidewalk replacement. Ralph further explained that sidewalks are only repaired when it is necessary, and that damaged sidewalks should be repaired for liability reasons.

Director Lewis asked how it is possible that staff have not entered some homes in 20 years, especially since electrical and bathroom inspections were recently completed. Lewis explained that GHI staff has the right to enter members' homes, as per each Mutual Ownership Contract. Lewis asked Overdurff when the consideration to members ends, as staff must ensure the good of the coop as a whole. Overdurff replied that there are many rights that GHI has but that are not exercised due to the culture of the community.

Assistant General Manager Ralph stated that one way to reduce expenses due to repairs is to address drainage improvements. Ralph explained that many yards are being built up, and that swale blockages are increasing, causing otherwise unnecessary repairs.

Member Chuck Hess strongly urged the Board not to consider reducing the number of sidewalks to be repaired. Hess also encouraged staff to take a proactive approach toward identifying swale problems caused by member actions, and to inform the members of this new proactive stance. Director Morse asked if there had been articles in *The Communicator* about swale issues and member responsibilities; there had been in the past. Director Morse stated that members should be reminded of the policy on responsibility for avoidable repairs before strictly enforcing the policy.

At this point in the discussion, a motion was made on agenda item 6h, employee health care.

MOTION: THE BOARD OF DIRECTORS APPROVES OF FUNDING EMPLOYEES' HEALTH CARE PREMIUMS AT 90% OF COST, AND APPROVES OF FUNDING THE HEALTH SAVINGS ACCOUNTS OF CURRENT EMPLOYEES BY 85% OF THE DEDUCTIBLE FOR THE 2010 BENEFIT YEAR.

Moved: Novinski

Seconded: Morse

Carried 8

Director James asked Assistant Physical Manager Ralph about the possibility of cutting back on tree maintenance. Ralph responded that \$5,000 is spent on fertilization; staff is very strict in their decisions regarding tree maintenance. While that could be cut back, future tree health is affected. Ralph continued by stating that if staff had been more liberal in their tree maintenance, much more could have been spent.

MOTION: THE BOARD OF DIRECTORS APPROVES, FOR FIRST READING, THE 2010 OPERATING BUDGET AS PRESENTED IN THE AMOUNT OF \$8,415,506, WITH DEPRECIATION ON MEMBERS' HOMES OF \$503,508.

Moved: Lewis

Seconded: Morse

Carried 8

6j. Contract for Repairs of Unit at 10K Plateau Place – 1st and 2nd Readings

General Manager Overdurff stated that the Board would be doing a first and second reading on this item, due to the scope of repairs that are needed at 10K Plateau Place. Audit Committee Member

Director Morse asked for an estimate of the money the Board would lose when the Guest House is unoccupied, and suggested a reduced rental rate for the off-season. Member Chuck Hess suggested that because this project is a fundraiser for the society creating the book, that participation could be considered a charitable donation. Director Lewis reminded Hess of a resolution passed that if GHI receives something in exchange for the contribution, it cannot be counted as a charitable contribution. Lewis stated that a book about historic Prince Georges County could not be completed without GHI's participation, which should give GHI some influence in this situation. Overdurff stated that one month's rental of the Guest House would cost \$2,100, which would be less than paying \$2,900 outright for a page in the book. Director McFadden supported Director Lewis's comment about the impossibility of completing a book about historic Prince Georges County without including GHI.

Overdurff shared with the Board a request from the author to come and speak to the Board. The Board did not have interest in hearing from the author any further on this subject.

6l. Board Retreat – New Information

General Manager Overdurff shared that there is no new information to share about the Board Retreat, and that information about the most affordable venues had already been shared with the Board. The Board discussed the size of the Guest House, as well as those people who will attend the retreat: Board of Directors, Audit Committee, Overdurff, and Ralph. It was determined that the Guest House would probably not be large enough to hold the retreat. The Board discussed possible other venues for the retreat, including the New Deal Café, and member Steve Skolnik's home. The Board decided to hold the retreat in the Board room of the GHI office building, with the date remaining January 24.

6m. Date for 2010 Annual Meeting

The Board discussed past annual meetings. It was brought up that if the meeting were to be held on a Thursday, then the GHI office would need to be open on the Friday after the meeting. Because the Friday of the week being considered for the annual meeting is the regular Friday off, the Board decided to hold the meeting on a Wednesday instead, with voting on Thursday.

CONSENSUS: THE 2010 ANNUAL MEETING WILL BE HELD ON WEDNESDAY, MAY 19, 2010.

6n. Buildings Committee Winterization Seminar – Request for Funds

General Manager Overdurff explained that the Buildings Committee wishes to educate members, and is asking permission to spend money for their winterization seminar. Director Boswell stated that the committee is not ready to discuss the results of their report. Boswell explained the upcoming workshop to the Board; the committee is projecting that up to 100 members will attend.

MOTION: THE BOARD OF DIRECTORS APPROVES OF THE EXPENDITURE OF \$70 FOR ROOM RENTAL AND \$100 FOR PRIZES, FOR A TOTAL OF \$170, FOR USE BY THE BUILDINGS COMMITTEE TO FUND ITS WINTERIZATION SEMINAR NOVEMBER 21, 2009.

Moved: Mazursky

Seconded: James

Carried 8

8. Items of Information

President Agans gave a brief review of an article on organization sustainability. The Board discussed some of the points in the article, including an organization's capacity to live, grow and develop. The Board then discussed upcoming events on the GHI calendar.

9. President

President Agans explained to the Board that the Member and Community Relations Committee does not currently have a committee chair. Instead, each member of the committee will become the lead person for one of the committee's event.

Agans stressed the importance of communication among Board members. At a recent Board meeting, several Directors were ill and unable to attend. Board members were asked to inform the President if they are ill and unable to attend a meeting. Director Lewis reminded the Board that a Director might be removed from the Board after two successive unexcused absences, but that an absence can be excused if the Director informs the President ahead of time.

10. Board Members

Director Lewis gave an overview of her meeting with the county tax official and Mr. Monks, GHI's tax attorney. Lewis explained that the bills that will be received in December would include the homestead tax credit. She continued by stating that while new regulations will not go into effect until 2012, homestead tax applications from each member will need to be prepared by that time. Lewis stated that GHI would be getting 1,600 tax bills, one for each unit, as well as a bill for the GHI administration building, a bill for woodland tracts, and a bill covering blocks of rental garages. All of the bills will be submitted directly by the state, rather than by the local office in Upper Marlboro. Director Lewis suggested that the Board of Directors and Finance Committee hold a meeting in March or April to look at strategies for dealing with the real estate tax situation. Once a meeting has been held, the Board can decide how to share this information with the membership. Director of Finance Perry stressed that the only thing staff knows as of right now is that each member will have to apply for a homestead tax credit.

Director Novinski shared information about upcoming dates for leaf bag distribution.

Director James shared information from a meeting for the city's Forest Preserve Advisory Committee. James explained that Celia Craze, the city's Director of Planning and Community Development, was in attendance, and she and the Woodlands Committee looked for areas of agreement. Director James also shared information from the Member and Community Relations Committee, stating that more recruitment is needed. Finally, James shared information about the upcoming holiday gathering for court liaisons.

Director Boswell reminded the Board of the upcoming Buildings Committee workshop. Boswell stated that the final report from Ardently Green would be delayed, but that they will be making all recommended changes. Boswell shared that Chuck Hess will be joining the committee.

Assistant General Manager Ralph shared information with the Board about Verizon's presence in the community to install FIOS. Ralph explained that installation would happen in Parkway in mid-November, with availability in the rest of the community after the New Year. Ralph stated that Verizon staff would like another meeting with GHI staff to discuss how they will connect service in the crawl spaces of members' homes.

11. Manager

General Manager Overdurff reminded the committee liaisons to turn out the lights after meetings held in the GHI office building. Overdurff shared information with the Board about a project for envisioning Prince George's County, held for a week at locations throughout the county. Overdurff shared the flyer and registration information with the Board.

MOTION: TO ADJOURN.

Moved: Hickey

Seconded: Morse

Carried 8

The meeting adjourned at 10:20 p.m.

Ed James
Secretary