

Minutes
GHI Board of Directors
December 15, 2005

Present: Alexanderwicz, Alpers (7:36 pm), Eichhorst, Hudson, Lauber, Lewis, Moore

Excused Absence: Abell, Hess

Others in Attendance: Gretchen Overdurff, General Manager
Stephen Ruckman, Director of Finance
Eldon Ralph, Director of Physical Plant Operations
Joan Krob, Director of Member Services
Tom Sporney, Staff Engineer
Dianne Wilkerson, Chair, Audit Committee
Mary Crellin, Audit Committee
Diana McFadden, Audit Committee
Genevieve Courbois, Recording Secretary
Emily Weant
David Morse
Ruth Wilson

President Eichhorst called the meeting to order at 7:30 p.m. She stated that there was no need for Executive Session as it was held prior to the meeting. She added Item 6c – Resolution to Open Trustee Account at North State Bank – to the Agenda.

1. Approval of Agenda

MOTION: MOVE APPROVAL OF THE AGENDA AS REVISED.

Moved: Lauber

Seconded: Moore

Carried

2. Visitors and Members

There were no visitors or members who wished to address the Board at this time.

3. Discussion of Minutes

There were no minutes to review.

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:

- VICTORIA MIGLIARA AND KATHLEEN GONZALEZ
- KAREN E. HILLIOU
- MARGARET R. SYDAVAR
- CHRISTOPHER A. JOHN AND DANIEL P. JOHN

Moved: Lauber

Seconded: Hudson

Carried

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

- **MARY K. ROBERTS, DONNA R. SILVER AND JEFFREY K. SILVER, TO DONNA R. SILVER AND JEFFREY K. SILVER, TENANTS BY THE ENTIRETY**
- **MARY K. CLEMENTS, SOLE OWNER TO MARY K. CLEMENTS AND JACK R. KROB, TENANTS BY THE ENTIRETY**

Moved: Lauber

Seconded: Hudson

Carried

5. Committee Reports

There were no committee reports.

6a. Engagement of Auditor

Three years ago GHI chose the firm of DeLeon & Stang to conduct the annual audit. A three-year contract was executed for specific annual fees, depending on the satisfaction of GHI with the firm's performance. The audits for 2003 and 2004 were conducted satisfactorily. It is recommended that we again enter into a contract to perform the audit for the year ending December 31, 2005.

MOTION: THE BOARD OF DIRECTORS, IN CONCURRENCE WITH THE FINANCE COMMITTEE AND THE AUDIT COMMITTEE, RECOMMENDS THE ENGAGEMENT OF THE FIRM OF DE LEON & STANG TO CONDUCT THE 2005 AUDIT AT A COST OF \$10,700.

Moved: Lewis

Seconded: Hudson

Carried

6b. Request for Exception, 46 F Ridge

Member Emily Weant, is selling her membership and occupancy rights; she has a prospective buyer. During the resale inspection, Ms. Weant was cited for the removal of a metal shed because it is in disrepair: the roof is perforated in some areas of the seams and is rusting in several areas; a fallen tree limb has penetrated the roof; and the metal floor is rusting especially in the left rear corner where it is mashed down. In spite of the condition of the shed, Ms. Weant has advised her buyer wishes to retain the use of this shed, is willing to accept it in its current condition, and would agree to sign an agreement stating that she will replace it at some future date. Staff's experience is that while these agreements may appear to be a compromise, they often do not go smoothly and a new problem is created. As a result, staff denied Ms. Weant's request to retain the shed at resale. Ms. Weant is seeking relief from the Board and asking that they grant her an exception to the rules to allow her to convey her metal shed at resale.

The Board received Ms. Weant's letter of request for exception, reviewed photographs of the shed taken by staff, and listened to Ms. Weant's appeal during which she stated her belief that the policy is not being applied consistently, is unfair, and is compromising the sale of her

membership. General Manager Overdurff stated there is no record for an exception in the unit file of 46F Ridge Road, in spite of what a realtor might have implied to Ms. Weant in 2002. President Eichhorst stated that a shed may naturally fall into disrepair over the course of three years. She explained to Ms. Weant that as stewards deciding in the best interest of the community, the Board cannot grant an exception request based on the condition of the shed as it stands today.

MOTION: THE BOARD OF DIRECTORS DOES NOT PERMIT AN EXCEPTION TO THE RULES, ALLOWING THE MEMBER AT 46 F RIDGE ROAD TO CONVEY HER METAL SHED AT RESALE.

Moved: Lewis

Seconded: Alexanderwicz

Carried

6c. Resolution to Open Trustee Account at North State Bank

MOTION: MOVE THAT WE OPEN A TRUSTEE ACCOUNT AT NORTH STATE BANK TO REPLACE THE TRUSTEE ACCOUNT THAT IS CURRENTLY WITH SUN TRUST.

Moved: Lewis

Seconded: Hudson

Carried

Director of Finance Ruckman voiced his support for this arrangement.

8. Items of Information

No discussion.

9. President

President Eichhorst reminded everyone about the GHI holiday party on Friday, December 16th at the New Deal Café at noon. She was in receipt of a newsletter from the Mid-Atlantic Association of Housing Cooperatives as well as a Christmas card from the Potomac Association and had letters appointing Linda Curtis and Ann Reid Perry to the Newsletter Committee. She wished everyone a happy holiday.

10. Board Members

Director Hudson said that the Sustainable Design Committee recently met and established five subcommittees: energy and efficient homes, water and land use, community education and planning, livable communities and recyclable materials. He noted that the committee is very energetic and active. A principal at Quinn Evans Architects (which specializes in environmental and historical architecture) will speak at the committee's next meeting on Tuesday, January 10 at 7 pm; Board members as well as other committee members are invited to attend. He noted that it may be held in the community center.

The Board collectively wished everyone a very happy holiday.

11. General Manager

General Manager Overdurff asked any Board member wishing to have their home telephone number removed from the website to let her know. As GHI has a new IT provider for its website, she said, this is an ideal time to make such changes. Staff Engineer Sporney noted that email addresses as currently listed on the website are encrypted.

Director of Finance Ruckman announced that at 11:30 am, staff delivered envelopes containing the 2006 Coop fee letters and the 2005 tax letters to the post office. He noted that the Automatic Payment Plan is now known as EZ Pay. To date, 933 members participate in EZ Pay which represents 58% of the community. He said that GHI would be receiving 715 coupon books on Monday; 667 of these will be mailed out including a cover letter and an EZPay application. He anticipates that by the end of the month, 1,000 members will be part of the EZPay program.

Director of Physical Plant Services wished Treasurer Lewis a happy birthday and wished everyone happy holidays.

MOTION: TO ADJOURN.

Moved: Moore

Seconded: Abell

Carried

The meeting adjourned at 7:48 p.m.

Dorothy Lauber
Secretary