

Minutes  
**GHI BOARD OF DIRECTORS**  
December 19, 2013

Board Members Present: DeBernardo, Hess, James, Jones, Marcavitch, McFadden, Ready, and Skolnik

Excused Absence: Novinski

Others in Attendance:

General Manager Eldon Ralph	Brenda Lewis, Human Resources Director
Joan Krob, Member Services Director	Jonathan Gordy, Audit Committee
Joe Perry, Finance Director	Ginny Jones, Yard Lines Committee
Tom Sporney, Technical Services Director	Altoria Ross, Recording Secretary

President Ready called the meeting to order at 7:30 p.m.

1. Approval of Agenda

**MOTION: TO APPROVE THE AGENDA.**

Moved: Hess

Seconded: James

Carried 8-0

2. Visitors and Members

Ready welcomed visitors and members. There were no members present who wished to address the Board regarding an item that was not on the agenda.

3. Approval of Membership Applications

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

- **JULIE A. WINTERS, SOLE OWNER;**
- **KELLY A. KEYES, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 8-0

**FOR THE RECORD: THAT THE FOLLOWING MEMBERS ARE ACCEPTED INTO THE COOPERATIVE BY BOARD POLL AND MEMBERSHIP IS AFFORDED THEM AT THE TIME OF SETTLEMENT.**

- **MARIE CRENWELGE, ZACHARY TILKENS.**

4. Committee Reports

None given.

5. Consent Agenda

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

Moved: James

Seconded: Hess

Carried 8-0

6a. Approval of Minutes: October 17, November 7, and November 21, 2013

**APPROVED BY CONSENT: MINUTES OF OCTOBER 17, NOVEMBER 7, AND NOVEMBER 21, 2013.**

6b. Expenditure Authorization for 2014 GHI Budget, 2<sup>nd</sup> Reading

**APPROVED BY CONSENT: SECOND READING AND FINAL PASSAGE OF EXPENDITURE AUTHORIZATION FOR THE 2014 OPERATING BUDGET IN THE AMOUNT OF \$9,932,065.00.**

6c. Business Owner's Insurance Policy Renewal, 2<sup>nd</sup> Reading

**APPROVED BY CONSENT: SECOND READING AND FINAL PASSAGE, THE EXPENDITURE OF \$558,873 FOR RENEWING GHI'S PROPERTY AND BUSINESS OWNERS' INSURANCE PACKAGE FOR 2014 AS PROPOSED BY POLKES & GOLDBERG INSURANCE CO.**

6d. Yard Line Certification: 45B-S Ridge Road

Ginny Jones of the Adhoc Yardlines Committee presented the proposed yard plats for units 45B-S Ridge Road.

**MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 45B-S RIDGE ROAD AS PRESENTED.**

Moved: Hess

Seconded: James

Carried 7-1-0

Opposed: Ready

6e. Review Minutes for 2013 Annual Membership Meeting

**MOTION: THE BOARD OF DIRECTORS ACCEPTS THE REVISIONS TO THE DRAFT MINUTES OF THE 2013 ANNUAL MEMBERSHIP MEETING.**

Moved: Skolnik

Seconded: Marcavitch

Carried 8-0

6f. Proposed Revision to Formal Hearing Procedures

**MOTION: THE BOARD OF DIRECTORS SPECIFIES THAT PARAGRAPH J. OF THE MEMBER COMPLAINTS PROCEDURE BE REVISED BY REPLACING THE SECOND SENTENCE TO READ: "IF A DECISION IS POSSIBLE BASED ON THE CIRCUMSTANCES OF A PARTICULAR HEARING, THEN A FORMAL MOTION IS MADE**

***AND ACTED ON WHICH MAY INCLUDE BUT IS NOT LIMITED TO ONE OF THE FOLLOWING:"***

Moved: Hess

Seconded: James

Carried 8-0

- 6g. Buildings Committee Recommendation for Maintenance of Pilot Project Phase 2C Components

**MOTION: THE BOARD OF DIRECTORS DOES APPROVE THAT GHI WILL MAINTAIN COMPONENTS INSTALLED IN PHASE 2C OF THE PILOT PROGRAM.**

Moved: Skolnik

Seconded: Hess

Carried 8-0

- 6h. Review Cost Components: Heating/Cooling Systems Selected by Pilot Members

Based on several approved motions by the Board regarding phase 3 of the pilot program, staff prepared a report showing estimated costs pilot members might have to pay for phase 2 envelope improvements and loan repayments for heating/cooling systems that they select. This information was subsequently presented to the pilot members.

In an effort to obtain binding agreements between the pilot members and GHI, which would outline repayment terms for acquisition of the systems selected and the responsibilities of each party, management offered that the Board consider the following: (a) who should pay for maintenance of the heating equipment; b) should replacement reserves be put in place for the heating equipment; c) should the loan for the equipment be repaid at resale of the unit; and d) should GHI extend a loan for equipment already installed.

After extensive discussion the following actions were taken:

**CONSENSUS: TO DEFER THE SUGGESTED MOTION #1 WHICH STATES: THE BOARD OF DIRECTORS SPECIFIES THAT PILOT MEMBERS WHO ACQUIRE A DUCTLESS HEAT PUMP, DUCTED HEAT PUMP OR HIGH VELOCITY HEAT PUMP SYSTEM DURING PHASE 3 OF THE PILOT PROGRAM SHALL BE CHARGED AN ADDITIONAL MONTHLY FEE FOR THE MAINTENANCE OF THOSE SYSTEMS DURING THEIR SERVICE LIVES, COMMENCING FROM (JANUARY 2015/THE BEGINNING OF THE HOMES IMPROVEMENT PROGRAM).**

**MOTION THE BOARD OF DIRECTORS SPECIFIES THAT A PILOT MEMBER WHO ACQUIRED A HEATING/COOLING SYSTEM WITH A GHI LOAN, SHALL REPAY THE OUTSTANDING BALANCE UPON RESALE OF THE UNIT, AT SETTLEMENT.**

Moved: James

Seconded: Jones

Failed 3-4-1

In Favor: James, Jones, DeBernardo

Opposed: Skolnik, Ready, Hess, McFadden

Abstained: Marcavitch

**MOTION: THE BOARD OF DIRECTORS SPECIFIES THAT A SUBSEQUENT MEMBER WHO PURCHASES A UNIT FROM A PILOT MEMBER SHALL ASSUME THE GHI LOAN THAT WAS PROVIDED TO THE PILOT MEMBER TO ACQUIRE A**

**HEATING/COOLING SYSTEM. THE OUTSTANDING BALANCE SHALL BE REPAID AT THE SAME INTEREST RATE THAT WAS OFFERED TO THE PILOT MEMBER AND BE REPAID UNDER THE TERMS OF THE ORIGINAL LOAN**

Moved: McFadden

Seconded: James

Withdrawn

**AMENDMENT: INSERT THE FOLLOWING AFTER THE WORDS “SHALL ASSUME”:  
“THE RESPONSIBILITY TO PAY THE OUTSTANDING BALANCE AND MAY RETAIN THE SAME INTEREST RATE THAT WAS OFFERED TO THE PILOT MEMBER AND BE REPAID WITHIN THE TERM OF THE ORIGINAL LOAN.”**

Moved: Skolnik

Failed for lack of a second.

Director Jones voiced strong opposition to the amendment after which the motion was withdrawn.

**MOTION: THE BOARD DOES NOT APPROVE EXTENDING THE FINANCING TERMS OFFERED TO PILOT MEMBERS WHO ARE HAVING NEW HEATING SYSTEMS INSTALLED, TO PILOT MEMBERS WHO WISH TO MAKE CHANGES TO THEIR PREVIOUSLY INSTALLED ALTERNATIVE HEATING SYSTEMS.**

Moved: Jones

Seconded: McFadden

Carried 5-1-2

Opposed Hess; Abstained Jones, Marcavitch

**MOTION: THAT ITEMS 1, 2, AND 3 UNDER 6H OF THE AGENDA BE REFERRED TO THE FINANCE COMMITTEE FOR FURTHER REVIEW.**

Moved: Marcavitch

Seconded: Jones

Carried 8-0

6i. Finance Committee Recommendations for Fee Increases to “Service and Other Income” Components

During its July meeting, the Finance Committee reviewed the current fees for components in the Service and Other Income categories of the budget and recommended that the Board of Directors increase fees with effect from January 1, 2014 for the following components:

Component	Current Fee	Recommended Fee
Rental of Closed garages	\$48 per month	\$50 per month
Admin fee (intent to sell)	\$910	\$940
Admin fee (membership change)	\$525	\$545
Admin fee (MOC addition)	\$50	\$75
Termite inspection	\$35	\$50
Credit check per applicant	\$35	\$50
Membership fee(new member)	\$575	\$595
Fee-for-service (handy man)	\$45 per hour	\$50 per hour
Fee-for -service (skilled labor)	\$55 per hour	\$60 per hour
Fee-for-service (correct violation)	\$60 per hour	\$65 per hour
Re-inspection fee	\$50 per hour	\$60 per hour
Lockout fee for GHI members(after hours)	\$50 per hour	\$75 per hour

**MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING FEES FOR SERVICE AND OTHER INCOME COMPONENTS OF THE GHI BUDGET WITH EFFECT FROM JANUARY 1, 2014:**

- Admin fee (intent to sell) \$940
- Admin fee (membership change) \$545
- Admin fee (MOC addition) \$75
- Termite inspection \$50
- Credit check per applicant \$50
- Membership fee (new member) \$595
- Fee-for-service (handy man) \$50 per hour
- Fee-for -service (skilled labor) \$60 per hour
- Fee-for-service (correct violation) \$65 per hour
- Re-inspection fee \$60 per hour

Moved: Hess

Seconded: Marcavitch

Carried 8-0 as amended

**AMENDMENT: REMOVE INCREASE TO LOCK OUT FEE FOR GHI MEMBERS (AFTER HOURS) FROM THE LIST.**

Moved: Skolnik:

Seconded: Jones

Carried 7-1-0

Opposed: Hess

6j. Certificate of Resolution (2014) – Premium Only Plan

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES CONTINUATION OF GHI'S SECTION 125 PREMIUM ONLY PLAN (POP) AND ADOPTS THE AMENDED AND RESTATED PLAN DOCUMENTS DATED JANUARY 1, 2014 AND AUTHORIZES THE BOARD SECRETARY TO SIGN THE CERTIFICATE OF RESOLUTION FOR (2014). A COPY OF WHICH IS INCLUDED WITH THE OFFICIAL MINUTES.**

Moved: Hess

Seconded: Jones

Carried 8-0

7. Items of Information

Items of Information included letters from member Betty Deitch to the Board complimenting Desmond McAlmont's customer service and from the City of Greenbelt for employees' contribution to the Thanksgiving Food Drive.

8. President

Ready said she would be away from Sunday until the New Year.

9. Board Members

Skolnik – Will be in town.

DeBernardo –Was satisfied with quick turnaround of repairs called in on Tuesday and completed on Wednesday.

Hess – Will be absent from the January 9 Board meeting and extended Merry Christmas wishes.

James – Woodlands Committee is working on the Garden Club’s memorandum of understanding. He said he is impressed with the gutter cleaners and thanked GHI for the loan of the coffee urn for use at the Friends on the Old Greenbelt Theatre fund-raiser.

Skolnik – He is experiencing rousing building committee meetings. He said the pilot members are interested in Phase 3, and Phase 2, installation of new windows, was a roaring success.

10. Manager

GM Ralph, who has completed two years in his new position, will celebrate from Monday through January 2 by being on leave. He said the holiday party was a success and thanked the Board for the party and other extracurricular activities saying they are good for employee morale.

11. Staff

Brenda Lewis said GHI had its first male holiday organizing team, and it did a wonderful job. Sporney announced celebrating his 11<sup>th</sup> anniversary, and he will be present during the holidays.

**MOTION: TO RECESS TO EXECUTIVE SESSION FOR DISCUSSION OF MEMBER ISSUES.**

Moved: Hess

Seconded: McFadden

Carried 8-0

The meeting recessed at 9:30 p.m.

Ed James  
Secretary