



## 5. Committee Reports

Reports from the Artifacts and Communications Committees appear as agenda items. Director Agans summarized the Finance Committee report dated December 20, 2007. President Lewis suggested adding the Finance Committee to a January agenda.

**CONSENSUS: THAT THE BOARD DISCUSS ITEMS 3 AND 4 OF THE FINANCE COMMITTEE'S REPORT OF DECEMBER 20, 2007 WHEN IT BEGINS DELIBERATIONS IN AUGUST OF THE 2008 BUDGET PROJECTIONS.**

### 6a. Artifacts Garage

Steven Bernheisel reported on the status of the artifacts garage and answered questions regarding inventory, sales, and volunteer staffing. In light of information presented, Board members offered several suggestions such as holding a going out of business sale; operating the garage on an on-call status, transitioning responsibility for the garage to the SDP committee, and having GHI staff assume management of the inventory. President Lewis said that devoting staff time to managing the garage would be difficult to justify. Director Mazursky recommended donating the inventory to Community Forklift in Edmonston, Maryland as their work supports other non-profit organizations. Mazursky emphasized the positive aspects of making the inventory available for sale outside of GHI.

**MOTION: AUTHORIZE ARTIFACTS COMMITTEE TO TRANSFER ALL INVENTORIES TO COMMUNITY FORKLIFT AFTER FEBRUARY 2, 2008; THE GARAGE WILL REMAIN OPEN UNTIL FEBRUARY 1, 2008, AND NOTICE OF A GOING OUT OF BUSINESS SALE WILL BE PUBLICIZED IN ADVANCE THROUGH THE COMMUNICATOR, GREENBELT NEWS REVIEW AND GHI WEBSITE.**

Moved: Mazursky

Seconded: Agans

Carried 7-0

President Lewis suggested that the committee hold weekend hours in January, and recruit volunteers through the Greenbelt Yahoo! Group. She suggested including the garage's January hours of operation in advertisements.

### 6b. Business Owner's Insurance Policy – 2<sup>nd</sup> Reading and Final Passage

**MOTION: THE BOARD OF DIRECTORS APPROVES, FOR SECOND READING AND FINAL PASSAGE, THE EXPENDITURE OF \$396,722 FOR THE RENEWAL OF THE BUSINESS OWNERS' INSURANCE PACKAGE FOR 2008.**

Moved: Alpers

Seconded: McFadden

Carried 7-0

### 6c. Investment Policy

Director Alpers explained the changes made to the current investment policy dated April 7, 2006, as reflected in the revised investment policy dated May 4, 2007. The Board discussed the differences among cooperative business ventures, partnerships, and venture capital. In terms of adding share loans to GHI members as a long term investment, Director of Finance Ruckman noted that the investment

policy has been silent in this respect even though GHI has made loans to members in the past; he questioned if share loans would be a business venture or an investment.

**MOTION: THE BOARD OF DIRECTORS APPROVES THE PROPOSED INVESTMENT POLICIES AS PREPARED BY THE INVESTMENT COMMITTEE AND DATED MAY 4, 2007, AND AS AMENDED WITH THE FOLLOWING CHANGES:**

- 2.A.i.f.        **SHARE LOANS TO GHI MEMBERS**  
 2.A.ii.b.      **COOPERATIVE BUSINESS VENTURES**

Moved: Alpers

Seconded: Agans

Carried 7-0

6d.    Combining Websites

Robin Everly, Chair of the Communications Committee, gave an overview of the committee's proposal to combine the two GHI websites (www.ghi.coop / www.greenbelthomes.net). She said that the committee is seeking the Board's approval of this concept. Staff Engineer Sporney said that the www.ghi.coop website consists of 600 pages - the bulk of which contains rules text. He expressed his concern about the logistics of attempting to fit this extensive text into a new template. Discussion ensued pertaining to the non-uniformity of GHI staff e-mail addresses, the opportunity a redesign could provide, and how the strategic plan and new committee charters might affect the way information would be presented on a new site. It was mentioned that the current GHI website is rated a 3-point website at [www.regenesis.net](http://www.regenesis.net).

**MOTION: THE BOARD OF DIRECTORS SUPPORTS THE CONCEPT OF COMBINING GHI'S TWO WEBSITES INTO ONE, AND DIRECTS THE COMMUNICATIONS COMMITTEE TO REDESIGN AND COMBINE THE WEBSITES WITH APPROPRIATE LINKS.**

Moved: Alpers

Seconded: Lauber

Carried 7-0

6e.    Pest Control Contract – 1<sup>st</sup> Reading

The existing pest control services contract with Home Team Pest Defense expires in mid-January of 2008. Pest control specifications were sent to 12 firms; six firms submitted bids which are detailed below. Atek Pest Management is the lowest bidder. Staff recommends that the Board award the contract to Atek Pest Management based on their bid and references. Director of Physical Services Ralph noted that if an addition is considered part of a unit, it is treated.

Year	Terminex	JC Ehrlich Company	Rudd's Pest Control	Atek Pest Management	Home Paramount
2008	\$24,536	\$28,549	\$32,360	\$19,460	\$32,348
2009	\$24,536	\$29,976	\$35,596	\$19,752	\$32,348
2010	\$24,536	\$31,475	\$39,156	\$20,048	\$32,348
<b>Estimated 3-yr total</b>	<b>\$73,608</b>	<b>\$90,001</b>	<b>\$107,112</b>	<b>\$59,260</b>	<b>\$97,044</b>

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH ATEK PEST MANAGEMENT FOR A PERIOD OF 3 YEARS, COMMENCING FROM JANUARY 14, 2008, IN ACCORDANCE WITH THE PRICE SCHEDULE LISTED BELOW:**

**Prices for 2008**

<b>Category of treatment</b>	<b>Prices</b>
Cost of treatments per week for up to 15 units excluding specialty pests	\$225.00
Cost per extra building unit for pest control treatments that exceed 15 units per week	\$15.00
Cost per residential unit for re-sale inspection	\$35.00
Cost per residential unit for treating termites	\$265.00
Cost per garage unit for treating termites	\$225.00
Cost per residential unit for treating carpenter ants	\$150.00
Cost per garage unit for treating carpenter ants	\$150.00
Cost per unit for treating carpenter bees	\$75.00
Cost per unit for treating bed bugs	\$125.00
Cost per unit for treating fleas/ticks	\$125.00
Cost per unit for treating flies	\$95.00
Cost per unit for treating bees/wasps/hornets	\$65.00
Cost per unit for treating lice	\$95.00
Cost per unit for treating external rodents	\$9.00 per station

**Prices for 2009 and 2010**

<b>Year</b>	<b>Price Increase</b>
2009	1.5% over 2008 prices
2010	1.5% over 2009 prices

Moved: Alpers

Seconded: Hickey

Carried 7-0

6f. Committee Workshop Review

The Board suggested changes to the information obtained at the December 8<sup>th</sup> committees work session, as well as the draft GHI Member Profile document that will be completed by potential committee members beginning in January 2008. There was consensus there was need to attract members with expertise in specific areas based on the extent of committee responsibilities. The opening paragraph on the Member Profile document was changed to read, “The Board of Directors is particularly interested in recruiting committee members who have knowledge of and expertise in an area. However, all those interested are welcome to apply. GHI committees assist the Board in reaching strategic goals.”

The following needs were also discussed: a) establishment of non-committees or “clubs” to address special interests that are not delegated by the Board, b) improve reporting of functions of and provide directives to existing committees, c) better organize committees, and d) complete strategic plan initiatives. President Lewis opined the Board would be ready to reach a decision at the January 10<sup>th</sup> meeting and emphasized the need to reach a consensus on the relationship between the Board and its committees. She projected that new committee charters would be ready by February.

6g. Letter from the Consumer Cooperative

The Greenbelt Consumer Cooperative (GCI) submitted a letter inquiring if the GHI Guesthouse could be made available to their general manager, Bob Davis for a one-night stay during inclement weather, provided it is available. Both President Lewis and member Dorrie Bates would be willing to sponsor Mr. Davis, and payment for such accommodation would be tendered for this service.

**CONSENSUS: THAT THE GREENBELT CONSUMER COOPERATIVE'S GENERAL MANAGER BE ALLOWED TO RENT THE GHI GUEST HOUSE FOR A ONE-NIGHT STAY DURING INCLEMENT WEATHER, PROVIDED IT IS NOT BOOKED AND PAY FOR ONE NIGHT ONLY.**

7. Items of Information

No discussion.

8. President

President Lewis announced the resignation of Xochitl Zomora-Thompson from the SDP Committee and signed a letter thanking her for her service. She stated she has finalized the written Board response to Yoni Siegel and that she is appointing Marjorie Gray as a court liaison. Lewis commended staff for the holiday party and wished everyone a happy holiday.

9. Board Members

Director Hickey said that ARC will be prepared to present a report on boiler rooms at the January 24<sup>th</sup> meeting. Director Agans read about a cooperative housing survey through the University of Wisconsin which seeks to determine the economic and social impact of cooperative businesses. She suggested that GHI might want to participate. Audit Committee Member Moore said she and her husband were recently targeted for identify theft; she would like to share their experience with others and welcomed suggestions of how to get the word out.

10. Manager

Acting Manager Brenda Lewis thanked staff for their support during the Manager's absence. She announced that two new plumbers have been hired. Staff Engineer Sporney expressed his appreciation for the December 24<sup>th</sup> holiday. He also provided an update on the tree that recently fell on 73G Ridge Road.

**MOTION: TO ADJOURN.**

Moved: Alpers

Seconded: Morse

Carried 7-0

The meeting adjourned at 9:53 p.m.

Dorothy Lauber  
Secretary