

**Minutes
Board of Directors
GHI Regular Open Session
December 7, 2017**

Board Members Present: Brodd, Hess, Holland, James, Jones, McFadden, Seely and Skolnik

Excused Absent: Kapfer

Others in Attendance:

Eldon Ralph, General Manager

Tom Sporney, Assistant General Manager

Henry Haslinger, Audit Committee

Jonathan Gordy, Audit Committee

Lawrence Taub, Attorney, O'Malley, Miles, Nylen & Gilmore, P.A.

Michael Tadler

Molly Lester

Tom Bury

Monica Johnson, Recording Secretary

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

1. Approval of Agenda

Replace item 6e with current information.

Motion: The Board of Directors does approve the agenda.

Moved: Hess

Seconded: James

Carried: 8-0

2. Announcement of an Executive Session Meeting Held on December 7, 2017

GHI's Board of Directors held an Executive Session meeting on December 7, 2017 in the Board Room of the Administration Building. The following motion to call this meeting was made during a prior open meeting on the same date and approved by Directors Brodd, Hess, Holland, James, Jones, Seely and Skolnik.

1. Approved minutes of the November 2, 2017 Executive Session meeting, and approved minutes of the November 15, 2017 Executive Session meeting.
2. Discuss member financial matters.
3. Consider terms and conditions of two contracts:
 - Renewal of Business Owner Insurance Policy.
 - Contract for repairs to a unit.
4. Discuss member complaint matter.

This closed meeting commenced at 7:01 p.m., with adjournment occurring at 7:20 p.m. (for the regular open session meeting)

Authority for the above closed meeting was derived from Subtitle 6b of the Maryland Cooperative Housing Corporation Act, § 5-6B-19 “Meetings of cooperative housing corporation open to members of corporation or their agents.” Paragraph (e) (1)

3. Visitors and Members (Comment Period)

None

4. Approval of Membership Applications

Motion: I move that the Board of Directors approve the following persons into the cooperative and membership is afforded her at the time of settlement:

- **Michael A. Tadle, Sole Owner;**
- **Kathleen A. Bartolomeo, Sole Owner;**
- **Rashi Jain, Sole Owner;**
- **Sam A. Bergmann, Sole Owner;**
- **Regina A. Hosey, Sole Owner;**
- **Richard Schumaker, Sole Owner.**

Moved: James

Seconded: Hess

Carried: 8-0

5. Committee and Homes Improvement Program Reports

Homes Improvement Program - Sporney reported that:

Doors are 93% complete

Improvement of masonry crawls are 99% complete

Board Meeting Procedures Task Force – Brodd mentioned that the Task Force would present the revised proposal on December 21st for the Board to consider.

Member Outreach Committee – Brodd mentioned that the Committee would not meet on December 13th, and commended the committee and the staff liaison for all of their hard work.

Yard Solution Task Force – Brodd stated that the Task Force has been doing a lot of work on suggestions for a revised Community Beautification program and plans to have a proposal to the Board by early spring.

Information Technology Task Force – Holland mentioned that the Task Force is finishing off the final report and would be submitting it to the Board for review.

Legislative and Government Affairs Committee – Seely mentioned that the Committee has been working on the Zoning issues.

6. For Action or Discussion6a. Approve Minutes of the Special Open Session Meeting Held on November 2, 2017

Motion: I move that the Board of Directors approve the minutes of the Special Open Session meeting that was held on November 2, 2017 as presented.

Moved: James

Seconded: Hess

Carried: 8-0

6b. Approve Minutes of the Regular Open Session Meeting Held on November 2, 2017

Motion: I move that the Board of Directors approve the minutes of the regular Open Session meeting that was held on November 2, 2017 as presented.

Moved: James

Seconded: Hess

Carried: 8-0

6c. Approve Minutes of the Special Open Session Meeting Held on November 15, 2017

Motion: I move that the Board of Directors approve the minutes of the Special Open Session meeting that was held on November 15, 2017 as presented.

Moved: James

Seconded: Hess

Carried: 7-0-1

Abstained: Brodd

6d. Approve Minutes of the Regular Open Session Meeting Held on November 15, 2017

Motion: I move that the Board of Directors approve the minutes of the regular Open Session meeting that was held on November 15, 2017 as presented.

Moved: James

Seconded: Hess

Carried: 7-0-1

Abstained: Brodd

6e. Proposed GHI's Comments re: Comprehensive Review Draft for the New P.G. County Zoning Ordinance

A comprehensive review draft of the new P.G. County Zoning Ordinance was released in early October, 2017. Final public feedback regarding the Comprehensive Review Draft is due by December 15th.

GHI's zoning taskforce reviewed the Comprehensive Draft and submitted comments to the Board for review last November 15, The Board amended the Zoning Task Force's comments by deleting definitions of "Lot, Record-Housing Coop" and words "and parcel of land" from the definition of Housing Coop. The Board also requested that GHI's attorney review the amended comments.

Mr. Lawrence Taub, an attorney with O'Malley, Miles, Nylen & Gilmore, P.A. (the firm hired to advise GHI re: the P.G. County Zoning Rewrite Project) has prepared a letter with comments about the Zoning Rewrite to be sent to the Maryland National Parks and Planning Commission by December 15, instead of the zoning task force's comments that the Board amended.

Mr. Taub attended the Board meeting and responded to questions from the Board and Members.

Motion: I move that the Board of Directors accept the concepts shown in the letter as presented by GHI's attorney, Mr. Lawrence Taub on December 7, 2017, regarding GHI's position on the Comprehensive Review Draft for the proposed P.G. County Zoning Ordinance and authorize Mr. Taub to submit such a letter to the Maryland National Capital Park and Planning Commission by December 15, 2017.

Moved: Hess

Seconded: Brodd

Carried: 8-0

6f. Consideration of Glass Block Replacement in Lieu of Fixed Pane Windows at 135B Northway

Ms. Kelci Feeney, has proposed the replacement of fixed glass lites near both entry doors with glass block. Staff provided her with information from the GHI rules:

Section X.N.2. Glass block is unacceptable for masonry and frame categories.

During the Architectural Review Committee (ARC) meeting of 8Nov17, the following items were discussed:

- This unit is one of the freestanding masonry homes built more recently; not a typical masonry unit.
- The existing fixed full-height windows next to the entry doors are failing.
- The member would like to replace the failing windows with glass block.
- The 'front' and 'back' doors, next to the failing windows are actually on the sides of the building, and are not readily visible from the street.
- The windows for this unit are scheduled to be replaced in 2026, and the member understands that GHI will replace them sooner if they fail.

ARC recommended 6-0-0 that the Board of Directors allow the proposed use of glass block to replace the fixed windows near the entry doors at 135B Northway.

Motion: I move that the Board of Directors allow the member of 135-B Northway to install glass blocks in lieu of fixed pane windows at the entry locations of the unit as presented at the members expense.

Moved: Holland

Seconded: McFadden

Carried: 8-0

6g. Expenditure Authorization for the 2018 Operating Budget- 1st reading

Motion: I move that the Board of Directors approve expenditure authorization #1 for the 2018 operating budget for first reading, in the amount of \$13,352,312, with depreciation of members' homes in the amount of \$610,000.

Moved: Hess

Seconded: Jones

Carried: 8-0

6h. Consider Establishing a Rule that Members Allow GHI to Retain Duplicate Keys for their Exterior Doors

Duplicate keys for entrance doors of GHI units are kept in a secure cabinet within the maintenance office. A few members have decided not to allow GHI's maintenance department to retain duplicate keys for their units.

In the mutual ownership contract Paragraph 5f. Access to Premises and Making Repairs, it is stated "..... In any event, agents and employees of GHI shall have the right to enter the Premises at any time and to take such action as GHI, in its sole discretion, deems necessary to comply with health, safety, building, or other government codes.

GHI's staff does not enter a member's unit to perform regular maintenance work without obtaining prior permission from the member. However, when emergency situations occur, staff may enter a member's unit without obtaining prior permission from the member, if failure to do so may result in further property damage to the member's unit or adjacent units or a disturbance to an adjacent member.

Staff recommends that the Board should require that members allow the maintenance department to retain duplicate keys for their units in the key cabinet within the maintenance department office.

Motion: I move that the Board of Directors stipulate that members shall allow the maintenance department to retain duplicate keys for all exterior doors of their units in the key cabinet within the maintenance department office.

Moved: Hess

Seconded: McFadden

Amended

Amendment: To read "I move that the Board of Directors stipulate that members be required to provide the GHI Maintenance Department with current keys for all exterior doors of their units".

Moved: McFadden

Seconded: Skolnik

Carried: 8-0

Final Motion: I move that the Board of Directors stipulate that members be required to provide the GHI Maintenance Department with current keys for all exterior doors of their units.

Moved: Hess

Seconded: McFadden

Carried: 8-0

6i. Request the Legislative Government & Affairs Committee to Research Proposals to Construct and operate a Maglev Train and Add additional Lanes to the Baltimore-Washington Parkway

The Federal Railroad Administration and the Maryland Department of Transportation are evaluating the environmental impacts of constructing and operating a 300 m.p.h. high-speed superconducting magnetic levitation (SCMAGLEV) train system between Baltimore and Washington, DC. Several routes are under consideration and two of them could possibly bring the project through Greenbelt.

The Maryland Transportation Secretary recently revealed information about Gov. Larry Hogan's proposal to add capacity to congested highways in Maryland. One of the proposals being considered is taking over the Baltimore-Washington Parkway from the federal government and adding lanes to it.

The Board should request the Legislative Government Affairs Committee to research the proposals for the Maglev Train and widening of the Baltimore-Washington Parkway and their potential impacts on GHI, and recommend to the Board whether GHI should state its views about the projects to Legislators and if so, what opinions should be expressed.

Motion: I move that the Board of Directors direct the Legislative Government Affairs Committee to research the proposals for the Maglev Train and widening of the Baltimore-Washington Parkway projects and their potential impacts on GHI, and recommend to the Board by January 31, 2018, whether GHI should state its views about the two proposed projects to Legislators and if so, what opinions should be expressed.

Moved: Seely

Seconded: McFadden

Carried: 8-0

Items of Information:

7a Retainer Agreement for Legal Services re: Zoning Re-Write Project Signed with O'Malley, Miles, Nysten & Gilmore, P.A.

At the request of GHI's zoning task force, the Board of Directors passed a motion on November 2, 2017, to authorize the Manager to hire an attorney with expertise in zoning matters to advise GHI on matters related to the County zoning re-write project.

The Manager contacted Mr. Lawrence Taub of O'Malley, Miles, Nysten & Gilmore, P.A. whose firm had previously represented GHI in negotiations for the proposed purchases of the Lawrence and Strathcona Apartments, to enquire about that firm's interest in representing GHI on matters pertaining to the zoning re-write project. Mr. Taub and his partner Mr. Nathaniel Forman met with the zoning task force on November 15 to discuss GHI's concerns about the zoning re-write project and the Manager signed a retainer agreement with the firm on November 16.

The hourly rates for the firm's services are as follows:

- Partners' time - \$250-\$450 per hour depending upon the partner's applicable hourly rate. Mr. Taub's hourly rate is \$450.
- Associates' time - \$250 to \$400 per hour.
- Legal Assistant's time - \$110 to \$175 per hour

7b. Letter from the Greenbelt City Council to the P.G. County Planning Board

A letter from the Greenbelt City Council to the Prince George's County Planning Board that urges the Board to include funds in its FY 2019 budget to create a Neighborhood Conservation Overlay Zone and required neighborhood plan for the City of Greenbelt.

7c. Letter to the GHI Board re: Signs in the Community

A letter from “Greenbelt residents” to the Board regarding the placement of signs in our community. GHI’s rules state that signs other than display of occupant's name and address or temporary signs such as campaign posters are not allowed. Staff will remind members about this rule in the next issue of the e-newsletter.

7d. Board 12 Month Action Plan and Committee Task List7e. Monthly GHI and City Calendars7f. President’s Items

Skolnik mentioned that he would be on travel from December 8 thru January.

7g. Board Members’ Items

Brodd wished the President and family a Happy Christmas.

Hess mentioned that he would be absent from December 21 and January 4.

7h. Audit Committee’s Items

Haslinger mentioned that the Audit Committee would meet on December 28 at 7:30 pm.

7i. Manager’s Items**Motion: To adjourn.**

Moved: Hess

Seconded: James

Carried: 8-0

The meeting adjourned at 9:33 p.m.

Ed James
Secretary