

Minutes  
GHI Board of Directors  
February 10, 2011

Present: James, Novinski, Boswell, Wartell, McFadden, Agans, Lewis, Morse

Excused Absence: Moore

Others in Attendance:

Gretchen Overdurff, General Manager	Joan Krob, Director of Member Services
Dianne Wilkerson, Chair, Audit Committee	Chuck Hess, Audit Committee
Eldon Ralph, Assistant General Manager	Tom Jones, 1C Woodland Way
Jeanette Grotke, 5A Eastway	Dianne Wilkerson, Audit Committee Chair
Tom Sporney Director of Technical Services	David Moran, Assistant City Manager
Joe Perry, Finance Director	Ryan McClellan, 7F Southway
Sue Krofchik, Greenbelt News Review	Sarah Sowa, 2F Plateau
Debbie Cooley, Audit Committee	Altoria Ross, Recording Secretary

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

1. Approval of Agenda

Item 6f, “Renovation of GHI-owned Playground at 7 Court Southway” was moved to become item 6b. Additional items were then added to the agenda: 6g. Discussion of GHI Brochure, 6h. Formation of Legislative Workgroup and 6i. Clarification of Shed Rules.

**MOTION: TO APPROVE THE AGENDA AS AMENDED**

Moved: Lewis

Seconded: Wartell

Carried 7

2. Visitors and Members

President Agans welcomed visitors and members; no one wished to address the board on items not on the agenda.

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:**

- JENNIFER E. LEE, SOLE OWNER, 12B RIDGE ROAD
- SEAN G. ALLEN, SOLE OWNER, 8J LAUREL HILL
- KEVIN P. FLYNN, SOLE OWNER, 6K RESEARCH ROAD

Moved: James

Seconded: McFadden

Carried 7

**MOTION: THAT THE BOARD OF DIRECTORS APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGE.**

- CATHERINE A. HARR AND THOMAS A. FUCHS, TENANTS BY THE ENTIRETY, 44M RIDGE ROAD

Moved: James

Seconded: Boswell

Carried 7

**MOTION: APPROVE FOR THE BANK TO HAVE THE ORIGINAL MUTUAL OWNERSHIP CONTRACT FOR THEIR RECORDS AT THE TIME THE FOLLOWING MEMBERS REFINANCE.**

- **JOHN D. WHELAN AND MARY E. WHELAN . ,TENANTS BY THE ENTIRETY, 73M RIDGE ROAD.**

Moved: James

Seconded: Wartell

Carried 7

4. Committee Reports

a. Buildings Committee: Director Boswell reported that committee members have been provided a list of questions from last month's town hall meeting. Answers to the questions will be formulated and reviewed before posting them to the website. President Agans appointed Directors Morse and Moore the task of reviewing the answers. Boswell said that last night the committee met with ARC about windows, doors, and siding and the Committee is considering a forum for members to review the various options to determine which are preferred. The Committee is also researching questions about vinyl and its environmental impact and is working with the NAHB Research Center to refine their models. Director Boswell said that within a couple of weeks, the Committee would have several recommendations that will include improvements, costs and timelines. The Buildings Committee will next meet on Wednesday, February 23 at 7 p.m. President Agans suggested two sources of heat be added as a question and for examination such as a wood stove that could also take corn. Alternatively, one appliance that could use multiple sources of fuel, Morse added.

b. Woodlands Committee: Director James said the committee met last week to look at an alternate site for the Diamond Celebration, citing the City's desire for a different site to be selected.

c. Website Work Group: Chair Tom Jones said the committee met with the contractor on Monday and the project has started on a good foot. The website should be ready to launch by the annual meeting. In preparation, the migration process of moving material from one site to another has begun. The next meeting is scheduled for Tuesday, February 15 at 7 p.m. for members who will be writing content. Jones concluded that demonstrations for board members would take place in about a month as the website comes together.

d. Finance Committee: Director Lewis said the committee will be meeting next week and is preparing motions on a report sent to the board May 2010. Director Lewis said the committee needs the finance section of questions/answers from the town hall meeting. Director Lewis was assured that this would occur.

e. Ad-Hoc Yard Lines Committee: The Committee's most recent efforts are on the agenda of tonight's meeting.

f. Architectural Review Committee: The committee will be revisiting the rules for smoke detectors.

g. Bylaws Committee: Director Novinski said the committee is working to meet the April deadline to submit proposals for bylaw changes at the annual meeting in May.

h. Companion Animal Committee: It was announced that Director Wartell would replace Director McFadden as the board liaison to CAC.

i. Communicator Task Force: Director Morse mentioned the proposed producing schedule for the Communicator.

5. Consent Agenda

**MOTION: TO APPROVE THE CONSENT AGENDA**

Moved: Bowell

Seconded: Lewis

Carried 7

6a. Review of Minutes October 21, 2010

**APPROVED BY CONSENT AGENDA: MINUTES OF THE GHI BOARD OF DIRECTORS MEETING, OCTOBER 21, 2010.**

6b. Renovation of GHI-owned Playground at 7 Court Southway

David Moran, City of Greenbelt Assistant Manager, said the City could delay renovations to another year if it poses a budgetary issue for GHI. Director Lewis suggested using contingency funds. Member Ryan McClellan of 7F Southway emphasized the need to upgrade the playground as it is in bad shape and stated he would like to see the improvements made by spring.

**MOTION: THE BOARD OF DIRECTORS APPROVES THE PROPOSED PROJECT FOR THE RENOVATION OF THE GHI-OWNED PLAYGROUND AT 7 CT SOUTHWAY, TO BE UNDERTAKEN BY THE CITY OF GREENBELT AND THE EXPENDITRE OF AN AMOUNT NOT EXCEEDING \$13,000.00 AS GHI'S CONTRIBUTION TOWARDS THE RENOVATION COST.**

Moved: Lewis

Seconded: James

Carried: 7

6c. Yard Line Certification: 2 & 4 Courts Plateau Place, and 9 Ct. Southway Road

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

Moved: Boswell

Seconded: McFadden

Carried: 7

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

Moved: Boswell

Seconded: Lewis

Carried: 7

**MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 9 SOUTHWAY, A-M AND P-R, AS PRESENTED.**

Moved: Boswell

Seconded: James

Carried: 7

6d. Hoarding Policy Revisions

President Agans inquired whether the hoarding policy should be included in the Members Handbook. Directors Boswell responded with a "yes." The Board reviewed the document at length and offered suggested changes/modification. General Manager Overdurff will check on copyright permission to use the hoarding photographs.

**CONSENSUS: BRING BACK THE HOARDING POLICY DOCUMENT FOR FURTHER REVIEW AND THEN SUBMIT TO THE MEMBERSHIP FOR COMMENT BEFORE TAKING ACTION.**

6e. Purchase of New Server

**MOTION: THE BOARD OF DIRECTORS APPROVES, FOR FIRST READING, OF ENTERING INTO A CONTRACT WITH ADVANCE TECHNICAL SOLUTIONS, LLC TO INSTALL A NEW WINDOWS 2008 SERVER AND BACKUP HARDWARE PLUS LICENSING FOR 35 USERS, AT A PRICE NOT TO EXCEED \$23,796.18, WHICH INCLUDES A 5% CONTINGENCY.**

Moved: Novinski

Seconded: Morse

Carried: 7

6f. Approval of Current Action Plan by Consensus

The board set the date for the next mini retreat for Sunday, April 3, from 1:00 to 3:00 p.m. The diversity mini workshop will be held on Monday, March 14 at 7 p.m.

6g. Review of GHI Brochure

The Board reviewed the newly revised draft of the GHI brochure and offered additional changes which were given to Director Wartell to incorporate into the document.

6h. Formation of Legislative Work Group

The board agreed not to proceed with a work group formation. Instead, Director Agans said GHI would monitor the situation to see what the city is doing about the PEPCO power outages.

6i. Clarification of Shed Rules

**CONSENSUS: ARC TO REVIEW THE REASONS VINYL SHEDS COULD NOT BE THE SAME SIZE AS WOOD SHEDS WHICH MEANS LOOKING AT THEM STRUCTURALLY AND VISUALLY.**

7. Items of InformationMonthly GHI and City Calendars:

- On February 16, the Weatherization Group will meet at 7 p.m.
- The Ad-Hoc Yardlines Committee will not be meeting on February 15 because they don't have plans.
- A combined meeting of the Board of Directors, Finance and Buildings Committees is tentatively set for March 8 to review a report from the NAHB Research Center.
- General Manager Overdurff will check May 31 at 7 p.m. to schedule the coffee social for new members.
- The GHI Open House is set for May 22, from 12:30 to 4:00 p.m.
- The Friends of Historic Greenbelt will meet February 16 at 6:30 p.m.
- General Manager Overdurff noted that a Realtors Seminar is scheduled for April 20 during the day. However, due to Passover she will seek an alternate date. Overdurff suggested that Board members attend; Director Novinski stated that she would be available.

8. President

President Agans signed the last of reappointment letters and thank you letters. She noted that the Buildings Committee has three vacancies and the Woodlands Committee has one. President Agans will attend Building America in Atlanta. She encouraged a staff person to go as well. Mr. Ralph stated he would consider.

9. Board Members

- Director Morse talked about the FIOS outage during the last storm.
- Director Novinski inquired about Saw Tree of Life and Adirondack contractors. Mr. Ralph responded that these companies were most likely contractors hired by PEPCO or the City of Greenbelt.
- Director Lewis noted that the happening occurring in Egypt puts things in perspective.
- Director James said the New Deal Café Annual Meeting is at 2 p.m. on February 20.
- Director Boswell said he will be absent from board meetings from late February to mid March due to business travel.
- Director Wartell thanked the board for their input to the brochure. He said the marketing plan would be ready by March.
- Audit Committee Member Hess commented he has had more power outages in Greenbelt than Lesotho, South Africa.

10. Staff

Manager of Technical Services Sporney said the source of the recent fire was the result of faulty wiring.

Assistant General Manager Ralph suggested that the Board create or institute an Additions Task Force.

**MOTION: TO ADJOURN.**

Moved: Boswell

Seconded: Wartell

Carried 7

The meeting adjourned at 10:13 p.m.

Ed James  
Secretary