

Minutes  
**GHI BOARD OF DIRECTORS**  
March 28, 2013

Board Members Present: Boswell, DeBernardo, Hess, James, Jones, McFadden, Morse, and Ready

Excused Absence: Novinski

Others in Attendance:

General Manager Eldon Ralph  
Joe Perry, Finance Director  
Joan Krob, Member Services Director  
Tom Sporney, Technical Services Director  
Brenda Lewis, Director of Human Resources  
George Bachman, Assistant Maintenance Manager  
Dianne Wilkerson, Audit Committee Chair  
Ben Fischler, Audit Committee  
Debbie Cooley, Audit Committee  
Nicholas Costen  
Steve Skolnik  
Mayor Judith Davis, Greenbelt City Council  
Jean McLaughlin  
Altoria Ross, Recording Secretary

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

1. Approval of Agenda

Item d, Exception Request for Serviceside Entry Door, 4J Plateau Place, was deleted from the agenda because the members could not attend. Ready substituted Review of the Agenda for the Annual Meeting.

**MOTION: TO APPROVE AGENDA**

Moved: James

Seconded: Hess

Carried 8-0

2. Visitors and Members

Ready welcomed the visitors and members. Nicholas Costen, 59 Ridge Road, spoke about his opposition to the smart meters.

3. Approval of Membership Applications

**MOTION: THAT THE FOLLOWING MEMBER IS ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP IS AFFORDED HIM AT THE TIME OF SETTLEMENT:**

- **DOUGLAS IGELSRUD, SOLE OWNER.**

Moved: James

Seconded: Boswell

Carried 8-0

The final loan approval is pending for the units mentioned in the motion below.

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

- **JOELLEN SHENDY, SOLE OWNER;**
- **RICHARD CULLATHER, SOLE OWNER;**
- **ROBERT GAY, SOLE OWNER.**

Moved: James

Seconded: McFadden

Carried 8-0

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

- **JUDE E. MAUL, JULIE K. MAUL, TENANTS BY THE ENTIRELY.**

Moved: James

Seconded: Hess

Carried 8-0

4. Committee Reports

None

5. Consent Agenda

**MOTION: APPROVE THE CONSENT AGENDA.**

Moved: Boswell

Seconded: James

Carried 8-0

6a. Approval of Minutes: March 14, 2013 Meetings

**APPROVED BY CONSENT: APPROVAL OF MINUTES FROM MARCH 14, 2013 MEETING.**

6b. Contract for Replacement of Roof at 135A Northway, 2<sup>nd</sup> Reading

**APPROVED BY CONSENT: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO SIGN A CONTRACT WITH HEARN INSULATION TO REPLACE THE FLAT ROOF AT 135A NORTHWAY AT ITS BID OF \$13,500, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$14,850.**

6c. Exception Request for Screened Porch, 8A Ridge (Attachment #2)

On 28Feb13, the GHI Board discussed exception requests for the Skolniks (members at 8A Ridge Road) regarding a proposal for a screened porch at their unit. The Board tabled discussion on the issue of

- ❖ The height of the proposed roof is 1' 9½" higher than the existing garage's roof.

§X.F.3. In no case shall an addition have a higher roof than the original structure.

The Skolniks had submitted, subsequent to ARC's recommendations, details regarding the proposed roof:

- ❖ The roof material of the screened porch is to be clear FRP (fiberglass reinforced paneling) or polycarbonate corrugated panels, with appropriate corrugated peak cap.

§X.F.4. Roof covering material shall comply with X.D.13.

§X.D.13. Roof pitch  $\geq$  3:12 (block homes) – shingles; Any corrugated roof panels – no.

The Board referred the issue of roof material to ARC, and the member requested that ARC restate its position on the roof height.

ARC voted 3-0-1 to recommend to the Board of Directors that an exception be granted to allow the roof of the proposed screened porch at 8A Ridge Road to extend 1' -9½" above the existing garage roof. Chair Lola Skolnik abstained, as she resides at 8A Ridge Road.

ARC voted 3-0-1 to recommend to the Board of Directors that either of the two proposed translucent roofing material for the screened porch addition at 8A Ridge Road be allowed. Again, Chair Lola Skolnik abstained, as she resides at 8A Ridge Road.

**MOTION: THE BOARD OF DIRECTORS DOES ALLOW AN EXCEPTION AT 8A RIDGE FOR THE CONSTRUCTION OF THE SIDE YARD ADDITION ROOF TO BE 21" HIGHER THAN THE ADJACENT GARAGE ROOF, WHICH IS AN ORIGINAL STRUCTURE.**

Moved: James

Seconded: Boswell

Carried 8-0

**MOTION: THE BOARD OF DIRECTORS DOES ALLOW AN EXCEPTION FOR THE INSTALLATION OF EITHER SEQUENTIA SUPER 600 FRP CORRUGATED FIBERGLASS PANELS OR SUNLITE TWIN WALL POLYCARBONATE 10mm PANELS FOR THAT PORTION OF THE ROOF WHICH FACES THE GARDEN SIDE OF THE PROPOSED SCREENROOM AT 8A RIDGE.**

Moved: James

Seconded: McFadden

Carried 8-0

6d. Review Annual Meeting Agenda

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE AGENDA FOR THE ANNUAL MEMBERSHIP MEETING ON MAY 16, 2013, AS REVISED.**

Moved: Hess

Seconded: James

Carried 8-0

**MOTION: THE BOARD OF DIRECTORS ADOPTS THE RECOMMENDATIONS THAT WERE SUBMITTED BY THE COMMUNICATIONS COMMITTEE FOR COMMUNICATING INFORMATION AT THE ANNUAL MEETING.**

Moved: Morse

Seconded: Boswell

Carried 8-0

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE FOLLOWING DOOR PRIZES AT THE 2013 ANNUAL MEMBERSHIP MEETING:**

- **THREE CERTIFICATES TOWARD CO-OP FEES IN THE AMOUNT \$100.00 EACH;**
- **FOUR \$25 GIFT CERTIFICATES TO THE CO-OP SUPERMARKET;**
- **FIVE \$20 GIFT CERTIFICATES TO THE NEW DEAL CAFÉ.**

Moved: Hess

Seconded: McFadden

Carried 8-0

6e. 2013 Community Beautification Program

**MOTION: THE BOARD OF DIRECTORS APPROVES THE NEW INSPECTION FORM THAT WAS DEVELOPED BY STAFF FOR USE DURING THE 2013 YARD BEAUTIFICATION INSPECTION PROGRAM, AS REVISED BY THE BOARD.**

Moved: Hess

Seconded: James

Carried 7-0

DeBernardo was absent from the room at the time of vote.

The Board discussed staff's revised form that would be used during the yard inspections this year. Mr. George Bachman, supervisor of the program, explained the revisions and responded to questions from the board.

President Ready emphasized that the program was mandated by the membership and she voiced concern that the inspections appear to have become more lenient in recent years. General Manager Ralph clarified that using a less stringent approach in managing the yard inspections occurred in 2005 at the direction of the Board. He suggested that the Board provide staff with further guidance.

Areas board members suggested that staff focus on were: (1) hedges overhanging walkways; (2) low tree branches that pose safety issues for pedestrians, especially at night; (3) seedling trees (if not removed early could prove costly in future years); (4) pet waste; (5) fences needing painting or repair; (6) painting of homes.

Vote was taken on the motion and it passed 7-0.

6f. Membership Application Fees for Former Members Buying Another Unit

**MOTION: THE BOARD DIRECTS THAT FORMER MEMBERS OF GHI SHOULD BE CHARGED A MEMBERSHIP TRANSFER FEE INSTEAD OF A BUYER'S MEMBERSHIP FEE IF THEY PURCHASE ANOTHER GHI UNIT WITHIN 12 MONTHS OF SELLING THEIR PREVIOUS UNIT**

Moved: Boswell

Seconded: Morse

Carried 7-0

DeBernardo was absent from the room for the vote.

6g. Proposed Revisions to GHI Employee Handbook

**MOTION: THE BOARD OF DIRECTORS ENDORSES THE GHI EMPLOYEE HANDBOOK AS PRESENTED AND REVISED AT THE MARCH 28, 2013 BOARD MEETING, AND AUTHORIZES THE MANAGER TO DISSEMINATE THE EMPLOYEE HANDBOOK TO GHI STAFF.**

Moved: Boswell

Seconded: McFadden

Carried 7-0-1

DeBernardo abstained.

7. Items of Information

None discussed

8. President

Ready said she signed letters for committee appointments.

9. Board Members

- Boswell said for the April meeting, the building committee needs a temporary liaison until the May meeting.
- Jones said he could be the liaison for the buildings committee.
- Morse said communications committee does not have enough members to keep producing the *Communicator* and the *News in Review* page. He said the committee is considering a two-page monthly *Communicator*. Morse added that the *News in Review* page is expensive.
- Wilkerson made a joke that she would like to auction a minute for her committee to speak at the annual meeting for tape to post yard line letters on members' doors.

10. Manager

No report

11. Staff

Perry said the auditors completed their field work yesterday and that it went well. He said the auditors are much further along than this time in previous years.

12. Guests

Mayor Davis said the city's budget is \$90,000 less than last year because of the decrease in property values. She said there will be fewer employees, but services will remain at the same level. Mayor Davis said the city manager suggested the city taking a rate increase of a little over 2 cents.

**MOTION: TO RECESS TO EXECUTIVE SESSION.**

Moved: Hess

Seconded: Boswell

Carried 8-0

The meeting recessed at 9:20 p.m.

Ed James  
Secretary