

Minutes
GHI Board of Directors
April 23, 2009

Present: James, Hickey, Lewis, McFadden, Morse, Novinski, Robles

Excused Absence: Agans, Mazursky

Others in Attendance:

Gretchen Overdurff, General Manager	Genevieve Courbois, Recording Secretary
Eldon Ralph, Assistant General Manager	Chuck Hess
Joe Perry, Director of Finance	Craig Roberts
Joan Krob, Director of Member Services	Sarah Torell
Tom Sporney, Manager of Technical Services	CJ Thomas
Dianne Wilkerson, Chair, Audit Committee	Tim Murphy, Murphy & Murphy
Dorothy Lauber, Audit Committee	

President Lewis called the meeting to order at 7:34 p.m.

1. Approval of Agenda

MOTION: TO APPROVE THE AGENDA AS REVISED.

Moved: Hickey

Seconded: Novinski

Carried 6

2. Visitors and Members

CJ Thomas, reported a recurrent ant problem inside his unit and inquired about remedies. Assistant General Manager Ralph said that GHI's pest control contractor can attempt to locate the source of the ants and treat the interior and exterior. Ralph said he would submit a work order on behalf of Mr. Thomas. General Manager Overdurff clarified that the interior treatment is gel bait and not a spray. President Lewis emphasized that members should always contact GHI for pest control issues as there are rules and regulations in effect regarding the use of pesticides.

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:

- **THOMAS J. STEPHANOS AND KATRINA R. STEPHANOS**
- **MARY F. TAYLOR**
- **SYLVIA K. O'BRIEN**
- **DANIEL G. MAKSIM AND SHARON SUE NASH MAKSIM**

Moved: James

Seconded: Hickey

Carried 6

MOTION: THAT THE BOARD APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT CHANGES:

- **BRANDON S. COLE AND JOHN J. BUSH, JOINT TENANTS, TO BRANDON S. COLE AND JOHN J. BUSH, TENANTS BY THE ENTIRETY**

Moved: James

Seconded: Morse

Carried 6

MOTION: THAT THE BOARD APPROVES THE FOLLOWING MUTUAL OWNERSHIP CONTRACT FOR REFINANCING:

- **DON SODIE, SOLE OWNER, TO DON SODIE, SOLE OWNER**
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Moved: James

Seconded: Morse

Carried 6

4. Committee Reports

There were no reports to review.

5. Consent Agenda

David Morse requested that approval of the March 12, 2009 minutes be removed from the consent agenda.

CONSENSUS: TO APPROVE THE CONSENT AGENDA AS REVISED.

6a. 2009 Concrete Sidewalk Contract, 2nd Reading (CA)

MOTION APPROVED BY CONSENT AGENDA: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH WILLIS CONCRETE CONSTRUCTION, FOR THE SPRING REPAIRS OF CONCRETE SIDEWALKS AT 44 SITES AT ITS BID, \$28,382.25, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$31,220.

6b. Approval of the Minutes

The draft minutes of March 12, 2009 were reviewed with several changes to the wording offered by Director Morse.

MOTION: THE BOARD OF DIRECTORS APPROVES THE MINUTES OF MARCH 12, 2009, AS REVISED.

Moved: Hickey

Seconded: Novinski

Carried 6

6c. EZ Pay Drawing

The winner of the quarterly EZ Pay Drawing was Richard Whitt, who will receive a \$200 credit toward his coop fee next month.

6d. Auditor's Report: Murphy & Murphy

Tim Murphy of Murphy & Murphy presented the Audit and Management Report for the year ending 2008. He recognized GHI for its conservative investment portfolio, reserve policy, and lock box procedures, and commended GHI for its excellent recordkeeping, control of finances, and helpful staff. As far as recommendations, his main concern was the uninsured funds issue. In response, Director of Finance Perry suggested his plan to move some operating funds into the CDARS program; Mr. Murphy said that is an ideal solution which offers great protection.

Mr. Murphy said he would be issuing an unqualified report which is the "cleanest" report. Perry noted that he will be working with Murphy & Murphy to correct some figures in the Audit and Management Report before the final version is released to the membership. President Lewis said that in the future, Murphy & Murphy will need to provide the Audit and Management Report to the Board earlier. Perry assured the Board that the timeline for Board review will be better next year.

6e. Proposed Lowered Window Sill, 6D Ridge Road

Ms. Sarah Torell, would like to lower the sill of her gardenside dining room window to enhance her views of the woods and bring light into the interior. Regarding consideration by ARC, Director James questioned the validity of the aesthetics argument in instances when a proposed alteration faces the woods. On behalf of ARC, Director Hickey stated that, despite the fact the window faces the woods, ARC felt the need to consider the impact this significant change would have on the unique features of original GHI architecture.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW THE INSTALLATION OF THE LARGER HORIZONTAL SLIDING WINDOW IN THE OPENING OF THE GARDENSIDE DINING ROOM OF 6D RIDGE ROAD.

Moved: McFadden

Seconded: Novinski

Carried 5-1

Opposed: Hickey

6f. Administration Building Waste Line Repair Contract – 2nd Reading

MOTION: THE BOARD OR DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO SIGN A CONTRACT WITH B&P UTILITIES TO PERFORM EMERGENCY REPLACEMENT OF THE EXISTING UNDERGROUND SEWER LINE USING SURFACE EXCAVATION FROM THE CONNECTION TO THE MAIN AT THE PARKING LOT NEAR 36 COURT RIDGE TO THE ADMINISTRATION BUILDING, AT ITS BID OF \$27,760, PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$31,924.

Moved: James

Seconded: Morse

Carried 6

7. Items of Information

General Manager Overdurff announced NCB's Annual Meeting on Thursday, May 7, and NCBA's Annual Meeting on May 6 and 7. She added that a group of visitors interested in learning about cooperative management will be meeting at the New Deal Cafe on May 5; GHI is organizing a program for them.

8. President

President Lewis is appointing Dan Baker to the Buildings committee. She received an email from member Chris Shuman commending Robert Anderson for his maintenance work. She was contacted by Alan Turnbull, Sr. who recently spoke with John Hall, a Field Office Director for HUD, about the GHI receiving grant funds. Mr. Hall indicated that GHI could possibly be eligible for grant funds and he would be interested in pursuing this with GHI.

The Marketing committee will have a table at the Green Man festival on May 9. The committee is seeking volunteers; contact Barbara Havekost if interested. An open house flyer has been included in the *Communicator* for members to post in prominent places. The Communications committee will have a table at the annual meeting to elicit feedback from members on the GHI website.

Lewis said that she will be attending an upcoming City Council meeting to show GHI's support for the curb to be installed on Westway; anyone else is welcome to attend with her.

9. Board Members

Director Morse reported that the SDP committee will be concentrating on educational initiatives regarding sustainability. **Director McFadden** commended James Duckett for his repair work. **Director James** said that the volunteer appreciation luncheon was held by the Marketing and Community Relations committee; and a house and garden tour is scheduled for June 14. Director Robles announced a bird walk on Saturday, April 25 from 8-10 am as well as the Earth Day, Arbor Day, and Public Works Open House. **Director Novinski** said the Yard Line committee is continuing with its work. **Director Hickey** said that ARC has been discussing materials and considering exceptions. He said that he received a citation letter from the County regarding his use of pesticides in his yard -- member Darlene Brengle notified the County that Director Hickey did not post legally mandated signage during his pesticide application. Director Hickey said he was unaware of this regulation. He later received a second citation letter from the County alleging the same violation, and believes that Ms. Brengle again contacted them; however, in this instance, he was mechanically removing bamboo and not using pesticides. Director James voiced his concern about the county issuing a citation based on a verbal complaint, rather than conducting an inspection. Assistant General Manager Ralph said the county official who cited Director Hickey said that GHI should notify the membership regarding this requirement that signage be posted by members when pesticides are being used. President Lewis suggested that such notification be provided to the membership.

10. General Manager

General Manager Overdurff said a Board self-assessment and the updated strategic plan will be on the next meeting agenda. She announced the stakeholder's meeting on June 16 at 7:30 pm. President Lewis recognized Director of Finance Perry and the Audit committee for their work on the audit. **Assistant General Manager Ralph** said that the energy audit consultant has started its inspections and will complete a draft energy audit report by the end of May. Director of Member Services Krob reported that the *Communicator* is out and the GHI yard sale will take place on May 16 - tables are available for rent and members are welcome to donate items to the committee table.

MOTION: TO ADJOURN.

Moved: McFadden

Seconded: Hickey

Carried 6

The meeting adjourned at 9:05 p.m.

Ed James
Secretary