

4. Approval of Membership Applications

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

- LIAM FORRISTAL AND LINDA FORRISTAL
- DAVID C. DOWNS, JR. AND IZABELLA LOPEZ

Moved: Lauber

Seconded: Morse

Carried 5-0

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

- SARAH SMITH, SOLE OWNER TO SARAH TORELL, SOLE OWNER

Moved: Lauber

Seconded: Morse

Carried 5-0

5. Committee Reports

No committee reports were given.

6a. Proposed Skylight in Original Roof, 36H Ridge Road

Ms. Beth LeaMond submitted a permit request to renovate her kitchen & bathroom at 36H Ridge Road; the bathroom renovation included a skylight to be cut into the roof of the original GHI building. This conflicts with the following GHI rule:

§ X.N. Skylights and light tubes are unacceptable openings.

The ARC reviewed the request and recommended 4-0-0 that the requested skylight not be allowed.

Staff Engineer, Tom Sporney explained further the ARC's recommendation. The primary concern of the committee was leakage from the roof when adding a skylight. The possibility of leaks increases once a roof is opened. The appearance of the skylight was the primary concern of the committee when the rule was written. At that time, the committee was interested in protecting the appearance of the original structure. Sporney referred to a letter submitted by the contractor, Mr. Gervasi, outlining the merits of the different skylights and noting that Ms. LeaMond's bathroom renovations uses one of the better skylights.

Ms. LeaMond appeared before the Board and explained that the skylight chosen would be of very good quality. She stated that she would take full responsibility for any financial burden caused by leakage and offered to sign a responsibility waiver, which could be passed on to any future member, to cover the cost in case of leakage. She also noted that her neighbor's skylight has not leaked in 27 years.

Discussion followed with the Board clarifying that the proposed skylight would be on the service side of a frame home. Director McFadden pointed out that adding a skylight would be a "green" energy-saving improvement to the home.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW INSTALLATION OF THE PROPOSED SKYLIGHT IN THE ORIGINAL ROOF AT 36H RIDGE ROAD.

Moved: McFadden

Seconded: Lauber

Withdrawn

Assistant General Manager, Eldon Ralph commented that there have been leaks associated with skylights in other homes in the community. General Manager Gretchen Overdurff stated that whatever the Board decides, the member should be asked to sign a Statement of Responsibility to clarify responsibility in case of future problems.

It was pointed out that the attic has been removed to create cathedral ceilings in the home, so the attic is not an issue. The advantages associated with “going green” were questioned. The possibility of sending this request back to committee for further research of the issues was considered.

MOTION: TO SEND THE EXCEPTION REQUEST FOR A SKYLIGHT AT 36H RIDGE ROAD BACK TO THE ARC FOR FURTHER EXAMINATION IN LIGHT OF TONIGHT’S DISCUSSION, INCLUDING:

- **THE GERVASI LETTER;**
- **NUMBER OF SKYLIGHTS GHI HAS HAD PROBLEMS WITH AND THE MAKE OF EACH;**
- **COMPARISON OF SPECIFIC BRAND AND MODEL OF SKYLIGHT IN THIS REQUEST COMPARED TO THE SKYLIGHTS WHICH HAVE LEAKED;**
- **“GREEN” ENVIRONMENTAL BENEFITS;**
- **ROOF REPLACEMENT SCHEDULE;**
- **IMPACT OF “R-FACTOR” AND/OR INSULATION.**

Moved: Morse

Seconded: McFadden

Carried: 4-0
1 abstention

It was noted that the Sustainable Design and Practices Committee might offer commentary on the environmental benefits of installing a skylight.

6b. 2008 Slate Roof Contract, Additional Building 6A/B Ridge Road – 1st Reading

At previous Board meetings, the Board approved contracts for slate roof and copper gutter & downspout replacement for 36 brick units. Since that project was approved, a work order request was submitted because slates had fallen off of the roof at 6A/B Ridge Road, which are scheduled for replacement in 2010. After inspection, staff deemed that the roofs should be replaced immediately due to accelerated wear and dejamination of existing slate. Staff requested quotes for this building from the contractors already scheduled to replace slate roofs in 2008:

| | |
|---|--------------------|
| NAME OF COMPANY | 6A/B Ridge |
| HEARN INSULATION & IMPROVEMENT COMPANY | \$26,335.81 |
| RRH ASSOCIATES, LLC | \$28,766.00 |

These prices are comparable to those bids for the units in the original contract scope, and funds derive from replacement reserves. There is no substantial financial impact if these repairs are done now instead of 2010.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO SIGN A CONTRACT WITH HEARN INSULATION & IMPROVEMENT COMPANY, INC. TO PERFORM THE SLATE ROOF AND GUTTER & DOWNSPOUT REPLACEMENT AT 6A/B RIDGE AS DESCRIBED ABOVE, AS DIRECTED BY GREENBELT HOMES, AT ITS BID, \$26,335.81, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$28,969.

Moved: Morse

Seconded: McFadden

Carried 5-0

6c. Approval of Committee Charters

It was suggested that the Sustainable Design and Practices Committee charter be put on hold to give them a chance to work on it. The inclusion of the last three sentences was discussed in the Buildings Committee charter. It was noted that while the sentences refer to board policy, the Board decided at the last meeting that the sentences should be included to ensure that committees follow procedures. General Manager Gretchen Overdurff agreed that procedures do not typically appear in charters and added that the sentences could be removed from the charters and instead added to the committee handbooks. Director Morse made several stylistic suggestions including commas (after the words repair and rehabilitation and in the last paragraph after Staff Liaison) and the removal of an apostrophe.

MOTION: TO APPROVE THE BUILDINGS COMMITTEE CHARTER REMOVING THE LAST PARAGRAPH, AND MAKING THE SUGGESTED STYLISTIC CHANGES.

Moved: Morse

Seconded: Alpers

Carried 5-0

It was requested that the last paragraph be removed from the Green Ribbon Task Force charter.

MOTION: TO APPROVE OF THE GREEN RIBBON TASK FORCE CHARTER.

Moved: Alpers

Seconded: Hickey

Carried 5-0

The structure of the Building and Land (umbrella) Committee was discussed. It was agreed that the Building and Land Committee would be served by a Staff Liaison, who would serve that committee, and as requested, the four sub-committees. The Building and Land Committee would be responsible for directing sub-committees to ensure proper coordination and avoiding overlap. Assistant General Manager Eldon Ralph inquired about who would receive reports from sub-committees, the Board or the Building and Land Committee.

CONSENSUS: THAT THE CHAIRS OF THE FOUR SUB-COMMITTEES MEET AND DISCUSS HOW THE OVERALL COMMITTEE SHOULD WORK.

6d. Copyright Permission for AIA Use of GHI Drawings

Mr. Carl Elefante of the AIA will be putting together a final report for the AIA 150 Blueprint for America Project. In connection with posting of this project on the AIA website, they are requesting to include drawings of original GHI homes. These drawings were originally produced by the Resettlement

Administration of the USA in 1936. While it is not known if they were copyrighted by the Resettlement Administration, they do belong to Greenbelt Homes. GHI has been asked to execute a copyright permission form for textual and visual works which basically gives limited life for the use of these drawings and also indemnifies the AIA from any claims or damages that may arise out of any breach of these representations.

Copyrighting of government documents was discussed and it was clarified that Mr. Elefante is simply asking for permission to post the drawings on the website. Because of the partnership between GHI and the AIA, the Board agreed to give permission.

CONSENSUS: TO ALLOW THE AIA TO POST THE ORIGINAL DRAWINGS OF GHI HOMES ON THE AIA WEBSITE.

6e. Task List Review

The Board's Task List was reviewed. It was noted that the Heating Options item was completed.

CONSENSUS: TO REMOVE HEATING OPTIONS FROM THE TASK LIST.

The Board discussed the status of the Boiler Rooms item.

CONSENSUS: TO REMOVE EVERYTHING BEFORE THE STATUS REPORT TO THE BOARD ON THE BOILER ROOMS ITEM.

For the Yard Line Review Project, the Board decided to list only the 2008 approved yard lines and would include the number of yard lines completed through 2007.

CONSENSUS: TO INCLUDE A LIST OF THE 2008 APPROVED YARD LINES AND THE NUMBER OF YARD LINES COMPLETED THROUGH 2007.

The Board then discussed the status of the items on the Committee Assignments page of the Task List. It was agreed that the wording for the Yard Line Review Project should be the same as the wording above. The Heating Options and Boiler Room Uses items were removed.

6f. Presentation – Interpretive Panel

General Manager Overdurff presented the new Interpretive Panel developed by the Greenbelt Museum. The panel gives the history of Greenbelt and tells the story of the origination of the "Green towns" and the GHI Cooperative as it is known today. A base will be ordered so that the panel can be mounted and displayed next to the Administrative offices on Hamilton Place. The Board discussed the possibility of having a public unveiling ceremony.

7. Items of Information

No discussion

8. President

President Sylvia Lewis made several announcements:

- GHI received a new award from the Maryland Plant Coordinator. We were given the People Loving and Nurturing Trees (PLANT) award.

- A letter was received from the PG County Historical Society announcing the reopening of the Frederick Library of County History. Board members were invited to attend Saturday, May 31st at 1:00.
- GHI received two complimentary tickets from the Greenbelt Arts Center
- The Yard Line Committee charter will be on a future agenda.
- She attended the Washington Area Community Investment Fund Grant Information Meeting to find tips for finding available funding from the State of Maryland
- She also attended the National Cooperative Bank Annual Meeting where she discussed with the bank the possibility of needing funds for rehab.
- The GHI yard sale will be June 14th. Tables are \$10.
- The House and Garden Tour will be June 22 with homes featured from Gardenway northward.
- Sydney Brower, a professor at the University of Maryland, will be working in Greenbelt on a study of connection with community. He has asked for suggestions for questions. The Board made the following suggestions:
 - What do the residents think of the plan proposed by the NAACP?
 - Why do GHI residents like living in GHI and what is valued about living in your part of the city?
 - Do you believe that the police service to your area is appropriate/adequate?
 - What is your perception of GHI as a cooperative? Do you understand how GHI works as a cooperative?
 - What community programs and services do you want and need? Do you believe that those already exist or could be enhanced?
 - What is the best way to communicate with people in your area?
 - Do you feel welcome in the city center?
 - Are there changes you would like to see in the city center?

9. Board Members

Director Dorothy Lauber announced that this would be her last meeting as a member of the Board. She noted that it has been a great experience and a valuable way to spend her time. She hoped the new members would find serving on the Board as satisfying as she has. Director Alpers added that she has learned a lot as a member of the Board and has hopefully grown a lot. It has been a good experience. Both were thanked for their service. Director Morse commented that he has also enjoyed his time on the Board getting to know staff and committees and hopes to survive the coming election. Director McFadden said "Ditto". Director Hickey announced to the outgoing Board members that there are openings on the ARC. Audit Committee member Moore thanked the Board noting that she would be leaving too. She announced that she plans to run for the Nominations and Elections Committee in order to reach out to new members. Audit Committee member Iacangelo announced that he would be running again for another term against very tough competition. He added that this has been an impressive year with the Board taking on a lot of big issues.

10. Manager

General Manager Overdurff announced that GHI has a couple of new employees. Ben Boyes will be the Grounds Department Manager and is very excited to start working with the Grounds team. A contingent employee, Jackie Tabor, was hired to be a floater and will fill in wherever she is needed. Mr. James Boone is also back for the Trim Paint Program.

Overdurff also announced that GHI is working with Job Corps, a program that doesn't cost the company, but gives men and women the opportunity to become apprentices through the program. Overdurff then announced several promotions:

- Eldon Ralph has been named Assistant General Manager
- Tom Sporney has been promoted to Manager of Technical Services
- Kathie Linkenhoker has become a part of the Finance Department
- Peter Joseph will be the Projects Administrator and will report to Sporney
- Kenny Grimes will now be a part of Technical Services

She announced that Mr. Ruckman has tendered his resignation. His last day is the 23rd of this month. Overdurff extended a personal thank you to Director Alpers and Lauber and Audit Committee member Moore for their work over the years. Assistant General Manager, Ralph also thanked Alpers, Lauber and Moore for their leadership, support and commitment. He noted that over 11 years, they have met over 250 times and added that their work is appreciated. Staff Engineer Sporney also thanked Director Lauber and Director Alpers for the opportunity to work with them.

MOTION: TO ADJOURN.

Moved: Morse

Seconded: Alpers

Carried 5-0

The meeting adjourned 9:20 p.m.

Dorothy Lauber
Secretary