

Minutes
GHI BOARD OF DIRECTORS
May 10, 2012

Present: Hess, James, Jones, McFadden, McHugh, Morse, Novinski, and Wartell

Excused Absence: Boswell

Others in Attendance:

General Manager Eldon Ralph	Chris Shuman
Joan Krob, Director/Member Services	Sylvia Lewis
Tom Sporney, Director/Technical Svcs.	Sue Ready
Dianne Wilkerson, Chair/Audit Comm.	Chris Logan
Debbie Cooley, Audit Committee	Barbara Logan
Bill Edwards, Audit Committee	Bruce Mangum
Altoria Ross, Recording Secretary	Velma Kahn
Jude, Jackson, and Joshua Maul	

Acting President Jones called the meeting to order at 7:40 p.m. He announced that in executive session a one-year rental extension was granted.

1. Approval of Agenda

Items 6h. Emergency Underground Utility Repair and 6i.Sales Data Information were added to the agenda.

MOTION: TO APPROVE AGENDA AS REVISED.

Moved: Hess

Seconded: Morse

Carried 7

2. Visitors and Members

Vice President Jones welcomed visitors and members.

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:

- **PATRICIA A. ACADIA, SOLE OWNER**
- **DIANE M. DONAHUE, SOLE OWNER**
- **MARY THERESA HALBE, SOLE OWNER**
- **BRIDGET BYSTRY, SOLE OWNER**
- **JACOB ENGLANDER, ARNOLD ENGLANDER, JOINT TENANTS WITH RIGHTS OF SURVIVORSHIP,**

Moved: James

Seconded: Hess

Carried 7

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

- **STEPHEN SCIANNELLA, IS CHANGED TO STEPHEN SCIANNELLA, MICHAEL SCIANNELLA, JOINT TENANTS WITH RIGHTS OF SURVIVORSHIP.**

Moved: James

Seconded: Hess

Carried 7

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

- **SYLVIA HESS**
- **MELISSA H. MACKEY**
- **JANE MAHON LARRICK**

Moved: James

Seconded: Hess

Carried 7

4. Committee Reports

- Companion Animal Committee – Wartell said CAC will have and give out literature at this weekend’s Pet Expo.
- Woodlands Committee – James announced the committee is planning to distribute plants at the Annual Meeting.
- Building Committee – Jones stated the committee is soliciting bids for the pilot project and is considering insulating the interior of block homes.
- Finance Committee: Hess said GHI is continuing to proceed with solar options for the GHI Administration Building. The committee is also researching the placement of a tower to help with cell phone reception.
- Additions Maintenance Taskforce – McFadden said the taskforce is discussing skylights as an option.

5. Consent Agenda

MOTION: APPROVE THE CONSENT AGENDA.

Moved: James

Seconded: Novinski

Carried 7

- 6a. 2012 Parking Lot Repairs Contract, 2nd reading.

APPROVED BY CONSENT AGENDA: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH CPE, INC., FOR THE REPAIRS OF PARKING LOTS, AT ITS BID, \$61,347, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$67,482

MOTION: TO ESTABLISH A TASKFORCE TO LOOK INTO THE SITUATION OF ILLEGAL RENTALS.

Moved: Morse

Seconded: Hess

Carried 7

Members of the task force will consist of Chris Shuman, Bruce Mangum, Sylvia Lewis, and Board members Hess, Jones, Morse, and Wartell, and Audit Committee Chair Wilkerson.

MOTION: THE BOARD OF DIRECTORS DIRECTS THAT STAFF SENDS A LETTER TO ANY MEMBER, WHOSE UNIT IS BELIEVED TO HAVE BEEN VACANT FOR MORE THAN ONE MONTH, REQUESTING CLARIFICATION. IF NO ADEQUATE RESPONSE IS RECEIVED WITHIN 10 DAYS, STAFF WILL ASSUME THAT THE UNIT IS VACANT. STAFF WILL MAKE AN UNANNOUNCED VISIT TO TURN OFF THE WATER AND CHECK FOR SQUATTERS AND CRITTERS THAT MAY HAVE GOTTEN IN. STAFF WILL RETURN ONCE MONTHLY TO INSPECT THE UNIT, UNTIL SUCH TIME AS THE MEMBER NOTIFIES GHI THAT HE/SHE HAS RETURNED TO LIVE THERE.

Moved: James

Seconded: Wartell

Substituted

Prior to action being taken on the motion, Directors Hess and McFadden asked that it be referred to the taskforce on absentee members and a substitute motion was offered.

SUBSTITUTE MOTION: REFER THE MATTER OF VACANT UNITS DUE TO ABSENTEE MEMBERS TO THE TASKFORCE JUST ESTABLISHED.

Moved: Hess

Seconded: Wartell

Carried 7

6c. Board Self-Assessment

The Board read through and discussed the Board Self-Assessment check list.

6d. First Quarter Financial Statements

Mr. Joe Perry answered Board questions concerning GHI's First Quarter Draft Financial Statements.

MOTION: TO ACCEPT THE FIRST QUARTER FINANCIAL STATEMENTS.

Moved: Hess

Seconded: Wartell

Carried 7

6e. Finance Committee Recommendation for an Amazon.com Link on GHI Website

MOTION: THE BOARD OF DIRECTORS DOES DIRECT STAFF TO TAKE ACTION TO ESTABLISH A LINK TO AMAZON.COM ON GHI'S WEBSITE. THIS LINK SHALL BE REVIEWED NO LATER THAN 6 MONTHS AFTER IMPLEMENTATION.

Moved: Hess

Seconded: Morse

Carried 7

6f. Loan Request from GDC

MOTION: THE BOARD OF DIRECTORS DOES APPROVE A LOAN TO GDC IN THE AMOUNT OF \$700,000 AT AN INTEREST RATE OF 5% PER ANNUM COMPOUNDED MONTHLY TO PROCESS PAYMENTS OF THE DECLARED DISTRIBUTION TO GHI.

Moved: Hess

Seconded: McHugh

Carried 6-1

Opposed: Novinski

6g. Schedule Stakeholder Meeting with City Council

The annual stakeholder meeting between GHI and Greenbelt's City Council will be held on Wednesday, June 13, 2012, beginning at 8:00 p.m. The Board decided to postpone the proposed agenda items until the new Board is seated.

6h. Emergency Underground Utility Repair – 19S-T Ridge Road

MOTION: BECAUSE OF THE EMERGENCY NATURE OF THE UNDERGROUND UTILITY REPAIR, THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER TO ENTER INTO A CONTRACT WITH B&P UTILITIES, INC. FOR REPAIRS OF THE UNDERGROUND SANITARY SEWAGE UTILITIES AT 19S-T RIDGE ROAD AT ITS BID, \$9,770 PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$11,236.

Moved: Hess

Seconded: Morse

Carried 7

6i. High and Low Sales of GHI Sales

Jones distributed a listing to be discussed at the next meeting.

7. Items of Information

Vice President Jones commented on the following items of information:

a.) The Labor Day Task Force

Directors Wartell and Jones will be in charge of the Labor Day Taskforce.

b.) City of Greenbelt Peace Month in June

The City of Greenbelt has invited GHI to participate in its celebration of Peace Month during June 2012. Peace Month is dedicated toward the promotion of peace and non-violence in Greenbelt and increasing awareness about programs and groups that work toward that goal.

8. President

Director Jones did not have anything to report.

9. Board Members and Audience

- Director Novinski said the Yardline Committee will not meet on May 29.
- Director Morse said he enjoyed the 75th anniversary symposium.
- Director Wartell noted that the CAC Committee will have an information table at the annual meeting.
- Director McFadden said the Additions Maintenance Taskforce will meet Monday, June 4.
- Sylvia Lewis announced Amanda Adams of Our Neighbors from Washington Post is writing an article on Greenbelt. The Greenbelt Co-op Alliance will have a table on June 10 from 10 a.m.-2 p.m.at the Farmer's Market. Free Popsicle (Coopisicle) Day is planned for August 12 in Roosevelt Center, along with Co-op Bingo Game with the city's co-ops appearing on the cards.

10. Manager

General Manager Ralph did not give a report

MOTION: TO ADJORN.

Moved: Hess

Seconded: McFadden

Carried 7

The meeting adjourned at 10:06 p.m.

Ed James
Secretary