

Minutes  
GHI Board of Directors  
May 25, 2006

Present: Abell, Alpers, Eichhorst, Lauber, Lewis, McFadden, Moore, Morse

Excused Absence: Hudson

Others in Attendance:

Gretchen Overdurff, General Manager	Dolores Petry
Eldon Ralph, Director of Physical Services	Betty Deitch
Joan Krob, Director of Member Services	Suzette Agans
Brenda C. Lewis, Director of Human Resources	Don Comis
Tom Sporney, Staff Engineer	Deborah Coulter
Dianne Wilkerson, Chair, Audit Committee	Matt Thomas
Michael Iacangelo, Audit Committee	Durline Thomas
Marat Moore, Audit Committee	Ruth Wilson
Deborah Cooley, Chair, N & E Committee	Esther Yalowitz
Genevieve Courbois, Recording Secretary	Mary Chapmand
Susan Ready	Joe Gareri
Elizabeth A. Bianchi	J. Bell
Ingrid Asmundsson	

President Eichhorst called the meeting to order at 7:33 p.m. She stated there were no revisions to the Agenda and that Executive Session had been held prior to the meeting.

1. Approval of Agenda

**MOTION: MOVE APPROVAL OF THE AGENDA.**

Moved: Moore

Seconded: Lauber

Carried

2. Certification of Election

Deborah Cooley, member of the Nominations and Elections Committee, certified the results of the election. She thanked the candidates for their participation and recognized Director of Member Services Krob for her tireless efforts. She said that 293 ballots were cast. She provided the following individual candidate totals for the Board of Directors: Dorothy Lauber – 235; Diana McFadden – 177; David Morse – 170; Don Hudson – 162, George Moore – 159; Susan Ready – 148; Suzette Agans – 145 and Patricia Novinski – 109. She noted that Dorothy Lauber, Diana McFadden, David Morse and Don Hudson would be serving 2-year terms; George Moore will serve a 1-year term. She provided the following individual candidate totals for the Audit Committee: Michael Iacangelo – 223; Dianne Wilkerson – 236 and Marat Moore – 246.

President Eichhorst thanked Member Cooley for her report and for her service on the committee.

### 3. Board Reorganization and Election of Officers

Prior to the reorganization, Director Alexanderwicz stated her appreciation for having the honor and privilege of serving on the Board and thanked everyone for enabling her to serve.

President Eichhorst invited Diana McFadden and David Morse to join the Board of Directors. She thanked all of the candidates for their participation and commended the slate of candidates saying each candidate would have made a good Board member.

**CONSENSUS: THE BOARD OF DIRECTORS DESIGNATES JULIA EICHHORST AS PRESIDENT, JOYCE ABELL AS VICE PRESIDENT, DOROTHY LAUBER AS SECRETARY AND SYLVIA LEWIS AS TREASURER.**

Board members Eichhorst, Abell, Lauber and Lewis agreed to serve in these capacities.

### 4. Visitors and Members

Don Comis, presented a letter encouraging the Board and Audit Committee to look at whether GHI policy is being applied properly in all instances of eviction. He stated that he and other members are “puzzled” by the recent decision to evict Mr. Orleans as he was a dedicated member who publicly challenged his eviction. Mr. Comis questioned the notion that Mr. Orleans may not have been a full-time resident and alluded that perhaps he was evicted for other reasons other than financial default. He described GHI as “being silent” on this issue by not issuing a public statement about it. President Eichhorst directed the Audit Committee look into this to ensure that GHI is following policies and procedures and report back to the Board and the membership. Treasurer Lewis confirmed that the reason for Mr. Orleans eviction was financial default and there is no appeal process for these cases. To protect the privacy of members, she said, GHI does not make any information public regarding evictions for financial default and does not initiate publicity about such evictions. President Eichhorst thanked Mr. Comis for approaching the Board.

Ingrid Asmundsson, whose unit is part of the Yard Line Pilot Project, said that she has been waiting two years to put up a shed and inquired how this could be resolved. President Eichhorst directed A&E Committee to look at this particular situation at its next meeting on June 13 and the Board can then review it as an exception request. The member also questioned the 25-foot rule for frame units and stated that Director Hudson has a 50-foot side yard and a 75-foot gardenside yard. A&E Committee Chair Susan Ready explained that the 25-foot rule has been in effect since 1969 and is one of the directives the A&E Committee is following at the instruction of the Board. Ms. Ready said that Director Hudson lives in a court of block homes where the side yards are determined by the hedge line, and as Director Hudson lives in the middle of the block, he does not have a side yard.

### 5. Approval of Minutes

There were no minutes to approve.

### 6. Approval of Membership Applications

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

- DONALD R. HUDSON
- VALERIE ORLANDO
- CHRISTOPHER C. PULIDO AND CRAIG M. MARTINEZ
- TIMOTHY A. HACKMAN AND JACQUELINE M. HACKMAN
- JASON K. DUMONT

Moved: Lauber

Seconded: Lewis

Carried

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

- WILLIAM ORLEANS AND HILDA YONTZ, TO GREENBELT HOMES, INC., NON-CORPORATE DESIGNEE

Moved: Lauber

Seconded: Abell

Carried

7. Committee Reports

There were no committee reports.

8a. Designation of GDC Stockholders

**MOTION: IT IS MOVED THAT EACH MEMBER OF THE BOARD OF DIRECTORS OF GREENBELT HOMES, INC., BE GRANTED A PROXY FOR 1/9<sup>TH</sup> OF THE GHI SHARES OF STOCK IN THE GREENBELT DEVELOPMENT CORPORATION. THESE PROXIES SHALL REMAIN IN FORCE UNTIL NEW PROXIES ARE VOTED.**

Moved: Moore

Seconded: Lewis

Carried

8b. Set Summer Meeting Schedule & New Board Training

The Board set the following dates:

- June 8** Special Meeting for Contract Readings and Membership Applications at 7:00 p.m.
- June 22** Board Meeting at 7:30 p.m.
- July 13** Special Meeting for Contract Readings and Membership Applications at 7:00 p.m.  
Work Session – Topic to be determined
- July 20** Board Meeting at 7:30 p.m.
- July 22/29** NAHC Workshop Potential Dates
- August 3** Special Meeting for Contract Readings and Membership Applications at 7:00 p.m.  
Potential Work Session – Topic to be determined
- August 24** Board Meeting at 7:30 p.m.

General Manager Overdurff suggested that the July 13<sup>th</sup> work session could address the historic district or serve as training for the full Board. She indicated that she would also be scheduling a new Board member training in the very near future. President Eichhorst strongly encouraged the Board to consider the NAHC workshop for excellency in governments entitled *Roles, Risk and Rewards – The 3 R's for Coop Boards*. She said that trainers review and study a cooperative's documents and provide a 6-hour training based on these documents. The training would take place at GHI and needs to be scheduled 30 days in advance. Based on Board input, General Manger Overdurff will attempt to schedule for Saturday July 22 or July 29.

8c. Unpermitted 6' Vinyl Shed in Serviceside Yard - 1B Southway

Twice in 2003 and once in 2004, staff wrote to Ms. Julie Gaebe in attempts to discuss the unpermitted 6' vinyl shed at the serviceside yard of 1B Southway, in conflict with GHI rule §IX.E.2.a. "The maximum size (of vinyl sheds) shall be 4' high...". In March 2006, staff again addressed the issue of the outstanding issue of the unpermitted shed as a result of a water leak in the unit, to which Ms. Gaebe stated that she wished to seek an exception. Staff advised Ms. Gaebe of the procedure for formalizing the request, and provided reminders of meetings to discuss her case, however, she did not submit the required paperwork nor did she attend the May 10<sup>th</sup> A&E Committee meeting. At this meeting, the Committee recommended 5-0-0 that the member be directed to remove the tall vinyl shed as the member has not sought a permit for the shed or requested an exception to rule §IX.E.2.a.

During Board discussion, A&E Committee Chair Ready explained that this shed, which is clearly taller than the rules permit, has been in place for 2 ½ years and the member has had considerable time in which to apply for an exception request. She noted that this issue might have been more appropriate for consideration by the Member Complaints Panel rather than the A&E Committee; however, the Committee felt it important to support staff in rules enforcement. In light of the Committee's recommendation and the members' unresponsiveness, Treasurer Lewis moved the following motion:

**MOTION: THE BOARD OF DIRECTORS DOES NOT ALLOW THE UNPERMITTED 6' VINYL SHED IN THE SERVICESIDE YARD AT 1B SOUTHWAY, AND DIRECTS THAT IT BE REMOVED BY JULY 1, 2006.**

Moved: Lewis

Seconded: Moore

Carried

8d. Proposed Picket Fence, 10J Southway

On March 9, 2006, Ms. Maureen Thomas submitted a permit request for the purpose of installing a chain link and picket fence surrounding the yard of 10J Southway. After staff explained to her that such a combination might be considered non-harmonious and contrary to GHI rules, Ms. Thomas resubmitted her fence request on April 11<sup>th</sup> for a white vinyl picket fence only. Upon review

of the permit request and court conditions, staff identified the issue of exception to GHI rules §VII.B.8, that a picket fence might not be considered “harmonious”. At its May 10<sup>th</sup> meeting, the A&E Committee recommended 5-0-0 that the Board of Directors approve the proposed installation, as this style of fence is not un-harmonious with the rest of the fences in the court.

According to Staff Engineer Sporney, Ms. Thomas submitted a further request on May 22<sup>nd</sup> to install a six-board estate style fence (either white or natural in color) rather than the white vinyl fence considered by the A&E Committee. Staff Engineer Sporney noted that the permit request was sent to the A&E Committee for consideration based on whether the proposed fence would be harmonious in appearance. President Eichhorst clarified that an estate fence is an approved fence style.

**MOTION: THE BOARD OF DIRECTORS DOES APPROVE THE PROPOSAL FOR A SIX BOARD ESTATE WOODEN FENCE SURROUNDING THE YARD OF 10J SOUTHWAY.**

Moved: Alpers

Seconded: Moore

Withdrawn

A&E Committee Chair Ready advised that the Committee made its recommendation based on consideration of the vinyl fence and was concerned as to whether the Committee would make the same recommendation based on the most recent proposal for an estate style fence. Based on Chair Ready’s concerns and Ms. Thomas not being in attendance, the motion was withdrawn. The Board referred the further request of Ms. Thomas for an estate style fence to the A&E Committee.

8e. Proposed Serviceside Garden Window - 2K Eastway

On April 12, 2006, Mr. & Mrs. Bruce Coulter submitted a permit request to replace an existing serviceside kitchen window with a garden window that extends out past the exterior face of the masonry wall at 2K Eastway. Although there is no rule directly addressing replacement windows in the existing house, rules for serviceside additions to masonry homes (§X.H.10) state, “Windows and doors shall be of the same construction and similar appearance as those in the main unit.” At its May 10<sup>th</sup> meeting, the A&E Committee recommended 3-2-0 installation of the garden window, provided that installation of the garden window will not require modification to the existing window opening, and will not damage the original structure.

During Board discussion, A&E Committee Chair Ready explained that those committee members in favor felt that the window was appropriate to the size of the current opening and installation would not affect the structure, while those who were opposed felt the window was not architecturally compatible with the structure. She explained that the former member of the unit opted out of the Cooperative-installed windows and questioned whose responsibility it may be as far as installation of the currently proposed windows. Director of Physical Services Ralph will research this question. Ms. Coulter opined that installation of a new window will improve the aesthetics and noted that the presence of a basement trap door beneath the window precludes variation in the window opening.

**MOTION: THE BOARD OF DIRECTORS DOES APPROVE THE PROPOSAL FOR INSTALLATION OF A GARDEN WINDOW ON THE SERVICESIDE OF 2K EASTWAY, PROVIDED THAT ITS INSTALLATION DOES NOT ALTER THE EXISTING OPENING AND WILL NOT DAMAGE THE EXISTING STRUCTURE.**

Moved: Lewis  
 Abstained: Lauber

Seconded: Abell

Carried

8f. 2006 Addition Roof Replacement Contract – 2<sup>nd</sup> Reading

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH CAPITAL ROOFING INC. FOR THE REPAIR OF ADDITION ROOFS AT 9 HOMES FOR A COST NOT TO EXCEED \$12,265.**

Moved: Alpers

Seconded: Lauber

Carried

8g. Insurance Deductible

General Manager Overdurff said that a legal opinion has been secured in terms of the legality of requiring members without a homeowner's insurance policy to be responsible for the payment of the deductible on the master policy. According to Overdurff, counsel opined that members could have a cause to challenge if expected to pay the \$5,000 deductible, as GHI is responsible for providing insurance on the structure under the Mutual Ownership Contract. If GHI filed a claim for over \$5,000 and the member had HO6 insurance, she said, the claim would subrogate. The companies will only subrogate in the case of negligence; therefore, it is more than likely that in general GHI would pay the deductible, said Overdurff. She explained that if a member has \$1,000 in coverage, this will be used first and then GHI would pay the rest. She said that in the case of negligence, GHI would need to address termination of membership. She recommended that the Board rescind its original motion, which stated that members are responsible for a \$5,000 deductible in which claims are made involving damage to their unit.

General Manager Overdurff provided a history of past claims. She said that most of the claims have been liability or medical claims. In the current year, there have been two large property claims - one fire and one water damage – both of which have required payment by GHI of the \$5,000 deductible for a total of \$10,000. Last year, there was one claim related to fire and in 2003, there were two claims related to wind damage, which totaled \$10,000. She explained that GHI has budgeted for uninsured claims, but suggests using contingency reserves to pay such deductibles; at the end of the year, the reserves would be readjusted.

Mary Chapman, inquired about the extent of coverage for her condo policy, which covers the contents but not the structure. General Manager Overdurff clarified that any upgrades, which have been added, e.g., wallpaper, would not be considered part of the structure. She noted that structural additions are considered part of the structure.

**MOTION: THE BOARD RESCINDS ITS MOTION WHICH STATED THAT MEMBERS ARE RESPONSIBLE FOR A \$5,000 DEDUCTIBLE IN WHICH CLAIMS ARE MADE INVOLVING DAMAGE TO THEIR UNIT.**

Moved: Lewis

Seconded: Moore

Carried

Treasurer Lewis emphasized that she is more comfortable knowing that a claim will not subrogate except if a member is at fault. She stated that member education in terms of insurance is still needed and stressed the importance of members having their own insurance.

For the record, Overdurff reaffirmed that the current policy, excerpted from *Insurance Coverage Policy for GHI Structures and Responsibility for Payment of Deductible*, Approved June 15, 1996, Revised September 19, 1996, reads as follows: "GHI pays the deductible in all cases where not covered by the member's insurance." She said that GHI would issue a special newsletter to bring this to the attention of the membership and to notify them about any insurance education seminars.

9. Items of Information

No discussion.

10. President

President Eichhorst said that she was signing letters appointing Kate Cummings and Jane Menis to the Member and Community Relations Committee. She described the annual meeting as well attended and was pleased to see new members attending the meeting. She thanked the candidates and welcomed David Morse, Diana McFadden, Michael Iacangelo and Marat Moore. She noted that the GHI office would be closed on Monday, May 29 in observance of Memorial Day but emergency services would be available. She reported on her recent attendance at the annual meeting of the Mid-West Association of Housing Cooperatives in Jacksonville, Florida.

11. Board Members

Board members welcomed Diana McFadden and David Morse to the Board. Director Alpers expressed her appreciation to staff and to members in attendance at the annual meeting.

10. Manager

General Manger Overdurff welcomed the new Board members and noted that staff is readily available to assist them. She suggested June 1<sup>st</sup> as the date for new Board and Audit Committee member training and invited other Board members to attend. She noted that she would be contacting the City to reschedule the Stakeholder's meeting for either June 12<sup>th</sup> or June 21<sup>st</sup> at 7:30 p.m. and encouraged Board members to forward any suggested agenda items to her. She announced that at 10 a.m. on June 2<sup>nd</sup>, a group of visitors from an Italian housing cooperative would be stopping by GHI and that staff would arrange a walking tour and presentation on their behalf. She invited Board members to participate.

Director of Physical Services Ralph said that he looks forward to working with the Audit Committee and Board of Directors this year and welcomed the new members.

Director of Human Resources Lewis announced that the GHI Employees Annual Awards event will take place on June 14<sup>th</sup> at 2:30 p.m. Board and Audit Committee members are invited.

**MOTION: TO ADJOURN.**

Moved: Moore

Seconded: Morse

Carried

The meeting adjourned at 8:43 p.m.

Dorothy Lauber  
Secretary