



**MOTION: TO APPROVE THE MINUTES OF MAY 22, 2008AS REVISED.**

Moved: James

Seconded: Agans

Carried 5-0  
1 Abstention4. Approval of Membership Applications**MOTION: THAT THE FOLLOWING PROSPECTIVE MEMBERS ARE ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP AFFORDED THEM AT THE TIME OF SETTLEMENT:**

- ELIZABETH A. SMITH
- PATRICIA J. BERGMANN AND MICHAEL W. MULDOWNEY
- JENNIFER M. MCKAY

Moved: James

Seconded: McFadden

Carried 6-0

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

- SUSAN E. KLOTZ SOLE OWNER TO SUSAN E. BURK SOLE OWNER MARK WISLER AND BRENDA OBERHOLZER, TO MARK WISLER

Moved: James

Seconded: Hickey

Carried 6-0

5. Committee Reports

No committee reports were given.

6a. 2008 Summer Concrete Sidewalk Contract – 2<sup>nd</sup> Reading

In April, staff solicited bids to replace concrete sidewalks and a number of steps at nineteen (19) locations throughout GHI. Reasons for the replacements include the disintegration of concrete and heaving of sections of sidewalks. Some of these defects were reported to the Maintenance Department by members, while others were observed during a community-wide survey of sidewalks. \$45,000 is budgeted in 2008 for concrete repairs. The list of sites is:

1.	58 C Crescent Road	11.	4 B Ridge Road
2.	2 C & D Eastway Road	12.	9 E-F Ridge Road
3.	1 C-D Gardenway	13.	18 U & V Ridge Road
4.	2 N-T Gardenway	14.	24 N-P Ridge Road
5.	5 C-D Gardenway	15.	32 K Ridge Road
6.	6 P-T Hillside Road	16.	36 Ct. Ridge Road
7.	20 C-D Hillside Road	17.	36 J-K Ridge Road
8.	3 E Laurel Hill Road	18.	52 E-F Ridge Road
9.	5 J-K Laurel Hill Road	19.	59 C Ridge Road
10.	6 Z2 & Z5 Plateau Place		

GHI formally solicited bids from twelve (12) independent concrete contractors, who were all individually contacted to ascertain their interest. GHI received bids from six (6) contractors.

NAME OF COMPANY	BASE BID	ADDITIONAL SIDEWALK (Per Sq. Ft.)	STEP
<b>GMC Contractors, Inc.</b>	<b>\$15,682.00</b>	\$7.90	\$240.00
CPE, Incorporated	\$17,572.82	\$8.00	\$175.00
Willis Concrete Const.	\$18,236.00	\$9.00	\$100.00
PCM Construction	\$19,989.46	\$7.45	\$184.00
Image Asphalt Maint.	\$22,396.50	\$9.50	\$500.00
O'Leary Asphalt, Inc.	\$32,371.80	\$15.00	\$593.75

GMC Contractors, Inc. has installed concrete sidewalks and parking lots for many management companies & general contractors in the Maryland, Delaware, Pennsylvania, Virginia, & DC area since 1995. References contacted by GHI staff have indicated that GMC performs well. Staff recommends that GHI contract with GMC Contractors, Inc. to perform the summer concrete sidewalk replacement, for the amount of its bid, with an additional 10 percent to cover contingencies or additional sites found necessary during the performance of the contract.

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH GMC CONTRACTORS, INC., FOR THE SUMMER SEASON REPAIRS OF CONCRETE SIDEWALKS AT 19 SITES AT ITS BID, \$15,682, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$17,250.**

Moved: Agans

Seconded: Morse

Carried 6-0

6b. 2008 Parking Lot Contract – 2<sup>nd</sup> Reading

Staff conducted an inspection of all GHI parking lots last year, to assess and prioritize the needed repairs. The proposed 2008 parking lot repair program consists of repairs to the sites that are shown:

STRIPE & NUMBERS/ LETTERS	SEALCOAT/ STRIPE/ NUMBERS/ LETTERS	MINOR RECONSTRUCTION	MAJOR RECONSTRUCTION
9 Ct. Hillside Road	62 Ct. Crescent Road	31 C-D Ridge Road	7 Ct. Crescent Road
11 Ct. Hillside Road	1 Ct. Gardenway		4 Ct. Plateau Place
6 Ct. Research Road	133 Greenhill Road	51 Ct. Ridge Road	7 Ct. Southway Road
8 Ct. Research Road	7 A/B Hillside Road		
49 Ct. Ridge Road	9 Ct. Laurel Hill Road	73 Ct. Ridge Road	
62 Ct. Ridge Road	135 B Northway		
	7 Ct. Ridge Road	2 Ct. Gardenway	

	16 Ct. Ridge Road		
	36 Ct. Ridge Road		
	51 Ct. Ridge Road	52-54 Ct. Ridge Road	
	11 Ct. Southway		

In April, GHI formally requested bids from twelve (12) contractors who indicated that they specialize in this type of work for projects of this magnitude.

GHI eventually received bids from four (4) contractors:

NAME OF COMPANY	SEAL, STRIPE, NUMBER & LETTERS	STRIPE, NUMBER & LETTERS	MINOR REPAIRS	MAJOR RECONTR. OPTIONS	TOTAL
<b>Image Asphalt Maintenance, Inc.</b>	\$5,616.00	\$1,270.00	\$5,851.00	\$57,479.00	<b>\$70,216.00</b>
CPE, Inc.	\$7,619.61	\$1,056.00	\$9,185.00	\$88,093.33	\$105,953.94
American Striping	\$9,655.00	\$450.00	\$8,300.00	\$90,780.00	\$109,185.00
Colonial Paving & Concrete, Co.	\$49,874.00	\$458.00	\$7,770.00	\$76,360.00	\$134,462.00

The 2008 budget has an allocation of \$95,000 for parking lot repairs.

Staff has reviewed the qualifications, references, and company information of Image Asphalt Maintenance Inc., of Pasadena MD, the low bidder. Image Asphalt has performed sealing, minor & major parking lot repairs for customers such as the MD State Highway Administration, Towson University, and property management companies, all with positive feedback. Further information available during this contractor review has indicated that the current dramatic increases in the oil market have affected related industries, including roadway asphalt materials. As a result, Image Asphalt has requested that its bid be adjusted to \$78,348, based upon anticipated material cost increase (\$8,132) for the major reconstruction portion. Based upon the contractor's quotation and background review, staff recommends that the Board of Directors endorse Image Asphalt Maintenance, Inc. for performing the Parking Lot Repairs at the cited locations for the amount of its revised bid, with an additional 10 percent to cover contingencies.

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH IMAGE ASPHALT MAINTENANCE INC. FOR THE REPAIRS OF PARKING LOTS AT SITES INDICATED ABOVE AT ITS REVISED BID, \$78,348, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$86,183.**

Moved: Agans

Seconded: Morse

Carried 6-0

6c. 2008 Slate Roof Contract, Additional Building: 11J/M Ridge – 2<sup>nd</sup> Reading

At previous Board meetings, the Board has approved contracts for the slate roof and copper gutter & downspout replacement for 36 brick units, and at 2 additional units at 6A&B Ridge Road. On May 11, a tree fell on 11J Ridge Road, substantially damaging the slate roof & gutters on that unit. This roof is scheduled for replacement in 2010. GHI staff recommends that the roof of this building be replaced now, instead of partial repairs now & full replacement in two years. Staff requested quotes for this building from the contractors already scheduled to replace slate roofs in 2008:

NAME OF COMPANY	11J-M Ridge
HEARN INSULATION & IMPROVEMENT COMPANY	\$47,565.80
<b>RRH ASSOCIATES, LLC</b>	<b>\$45,870.00</b>

The unit prices are comparable to that bid for the units in the original contract scope, and funds derive from replacement reserves. RRH Associates has been contracted to replace roofs on 12 units this year, and has commenced work on its contract. It is recommended that a contingency of 10% above the bid prices be authorized for any unforeseen changes before the completion of the project.

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO SIGN A CONTRACT WITH RRH ASSOCIATES, LLC TO PERFORM THE SLATE ROOF AND GUTTER & DOWNSPOUT REPLACEMENT AT 11J-M RIDGE AS DESCRIBED ABOVE, AS DIRECTED BY GREENBELT HOMES, AT ITS BID, \$45,870.00, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$50,457.**

Moved: Agans

Seconded: Morse

Carried 6-0

6d. Purchase of a Vehicle for the Maintenance Department – 2<sup>nd</sup> Reading

The maintenance department requires a new or used van to replace a Ford E-350 van that was acquired in 1984. The Ford E-350 van is in poor mechanical condition and requires extensive body repairs.

**New vehicle option**

Quotations for new vehicles (either a Ford E 150 or Chevy Express 1500 Cargo van) were obtained from the following seven dealerships:

Dealer	Cost	Type of vehicle
Ron Bortnick Ford	\$21,827.44	Ford E150 van
Koons Ford of Annapolis	\$21,493.69	Ford E150 van
Koons College Park Ford	\$21,700.00	Ford E150 van
<b>Academy Ford</b>	<b>\$20,880.00</b>	<b>Ford E150 van</b>
Ourisman Chevrolet	\$21,802.74	Chevy Express 1500 van
JBA Chevrolet Mitsubishi	\$21,468.59	Chevy Express 1500 van
<b>Sport Chevrolet</b>	<b>\$20,861.62</b>	<b>Chevy Express 1500 van</b>

The above prices include destination, taxes and registration fees. The least expensive new vehicle can be obtained either from Sport Chevrolet at a cost of \$20,861.62, or Academy Ford at a cost of \$20,880.00.

***Used vehicle option***

In order to save funds, staff proposes to explore the purchase of a used Ford E-150 van or Chevy Express van from a Used Vehicle Dealership. Because of the need to purchase a desirable used vehicle as soon as possible after identifying one, the lengthy process of having two readings after one is identified might jeopardize its purchase. Staff therefore suggests that the Board pre-approve the purchase of a used vehicle. If staff is unable to acquire a suitable used vehicle by July 12, 2008, it requests approval from the Board to purchase a new van, either from Sport Chevrolet at a cost of \$20,861.62, or Academy Ford at a cost of \$20,880.00.

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR SECOND READING AND FINAL PASSAGE, TO PURCHASE ONE USED FORD E-150 OR CHEVY EXPRESS 1500 VAN, BASED ON THE FOLLOWING CRITERIA:**

- **THE COST (INCLUDING TAXES AND REGISTRATION FEES) SHOULD NOT EXCEED \$15,660.00. THIS AMOUNT IS 75% OF THE COST OF A NEW VAN FROM ACADEMY FORD.**
- **THE VEHICLE SHOULD NOT BE OLDER THAN FOUR YEARS.**
- **THE MILEAGE SHOULD NOT EXCEED 48,000 MILES**
- **THE PURCHASE PRICE SHOULD NOT EXCEED THE KELLY BLUE BOOK PRICE FOR A VEHICLE OF ITS TYPE, AGE AND MILEAGE AND CONDITION**
- **THE VEHICLE WILL BE THOROUGHLY INSPECTED AND TEST-DRIVEN BY GHI'S MECHANIC.**
- **A CARFAX REPORT WILL BE OBTAINED TO CHECK OUT THE VEHICLE'S HISTORY. (CARFAX SEARCHES ITS NATIONWIDE DATABASES AND PROVIDES TITLE, ODOMETER, PROBLEM AND REGISTRATION CHECK REPORTS)**

**AT A COST NOT TO EXCEED \$15,935.00; OR ONE NEW VAN, EITHER FROM SPORT CHEVROLET AT A COST OF \$20,861.62, OR ACADEMY FORD AT A COST OF \$20,880.00.**

Moved: James

Seconded: Hickey

Carried 6-0

6e. Proposed Yardline Rules Change – Staff Authority in Locating Fences

Staff Engineer Tom Sporney gave the Board background information. At its meetings in April & May 2008, the Yard Line Committee discussed and reviewed yard boundaries for courts on Plateau Place. Over the course of several meetings, the Committee examined its practice of recommending the dimensions & placement of yard boundaries, as well as rules governing staff authority in making minor field adjustments. Staff proposed a rule change to clarify existing rules. The analysis by the Rule Change Request Form follows:

1.	Date	14May 08
	Submitted By	YL Committee
2.	Proposed Action, Including Page Number in Handbook	revise verbiage VII.B.1.d. p.48
3.	Why is the Action Desirable or Necessary?	clarification of rule

4.	What external/internal sources of information were consulted when developing the proposal?	none
5.	Options Considered Are there Less Restrictive Means to Achieve the Same End?	options considered: none issue of less restrictive means is not applicable
6.	Describe both positive and negative impacts to GHI Members (quality of life and financial).	positive: avoidance of potential anticipated exceptions for minor situations that can reasonably be handled by staff negative: none
7.	Describe positive and negative impacts on GHI Operations and Management as appropriate (e.g., financial, staffing and skills, committees, environment, other policies, procedures, etc.).	positive: reasonable allowance for interpretation by staff to minimize spent time & effort by members, staff, committees negative: none
8.	Describe positive and negative impacts external to GHI as appropriate (e.g., legal, taxes, community relations, environment).	positive: none negative: none
9.	Is this Consistent with the GHI Mission?	yes
10.	Attachments	yes, in content of Manager's Memo

The rule change, as discussed and agreed by a 6-0 vote by the Committee on 14May08, is:

§VII.B.1.d.

presently

GHI staff may authorize minor alterations to the overall perimeter placement rules (i.e. relative to existing yard lines) for the purpose of uniformity and/or avoiding obstacles (e.g. trees, downspouts, access obstructions, sidewalks, hedge setbacks, etc.) or request interpretation of the Board of Directors via the process described in Exceptions to Regulations, §XX.

proposed

GHI staff may authorize minor alterations to the overall perimeter placement rules (i.e. relative to yard lines) with

1. individual offsets to avoid tangible obstacles (e.g. trees, hedges, downspouts, access obstructions, sidewalks),
2. a uniform offset to avoid multiple interferences,
3. offsets (individual or uniform) to utilize locations of existing fence posts

or request interpretation of the Board of Directors via the process described in Exceptions to Regulations, §XX.

**COMMITTEE, AND AS PRESENTED ABOVE AND REVISED.**

Moved: Morse

Seconded: McFadden

Carried 6-0

6f. Proposed ARC Rules Change – ARC Authority Regarding Requests for Exception

In the first quarter of 2008 during discussion of committee charters, the GHI Board suggested that the recommendation of the Architectural Review Committee could, in some cases, stand without further deliberation by the Board of Directors. The analysis by the Rule Change Request Form follows:

1.	Date	14May 08
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	Submitted By	Architectural Review Cmte
2.	Proposed Action, Including Page Number in Handbook	revise verbiage §XX. p.83-06
3.	Why is the Action Desirable or Necessary?	suggested by Board cmte reviewing cmte responsibilities, during discussions of Cmte charters Q1 2008 Speed up exception process and spare the Board.
4.	What external/internal sources of information were consulted when developing the proposal?	none
5.	Options Considered Are there Less Restrictive Means to Achieve the Same End?	options considered: status quo  issue of less restrictive means is not applicable
6.	Describe both positive and negative impacts to GHI Members (quality of life and financial).	positive: avoidance of additional resources needed for 2 <sup>nd</sup> pleading at Board level when parties agree  negative: none
7.	Describe positive and negative impacts on GHI Operations and Management as appropriate (e.g., financial, staffing and skills, committees, environment, other policies, procedures, etc.).	positive: minimize spent time & effort by members, staff, committees  negative: none
8.	Describe positive and negative impacts external to GHI as appropriate (e.g., legal, taxes, community relations, environment).	positive: none  negative: none
9.	Is this Consistent with the GHI Mission?	yes
10.	Attachments	yes, in content of Manager's Memo

At its meeting of 14May08, staff presented ARC with a draft of the verbiage to accomplish this. The rule change, as discussed and agreed by a 3-0 vote by the Committee, is:



*italics* add

§XX.

- A. All exceptions, which are granted by the Board of Directors to GHI regulations, must be adopted by motion. *Appearance/technical exceptions are first presented to the Architectural Review Committee (ARC); the recommendation rendered by ARC shall stand if acceptable to the member, or shall be referred to the Board of Directors if challenged by the member.* An exception shall exist for the life of the modification unless motions have explicit limitations indication when the exception shall retire. Motions must also indicate a time frame in which the exception must be acted upon. If the unit is sold prior to action on the exception, the exception is not transferred to the new occupant. Requests for such exceptions shall be presented in writing at least ten (10) days prior to the Board *or ARC* meeting and will not be considered by the Board *or ARC* without prior consideration by Management. The request should state from which regulation the member is seeking an exemption and why. If neighbors are affected, a written statement from the neighbors on the issue should be included. Management may refer the matter to the appropriate committee for its recommendation before presentation to the Board. Board approval of exceptions to regulations requires discussion at two separate meetings unless all of the following criteria have been met:
1. The request has been considered by a GHI standing committee that has recommended that the exception be granted,
  2. The Board of Directors has received all materials relevant to the request in ample time to review these materials and/or visit the site prior to the Board meeting,
  3. The exception is being granted as presented, without substantive change, and
  4. No Board member objects to taking action on the exception request at the first meeting at which it is presented.
- B. All exceptions to regulations relating to structures and surrounding premises, which are granted by the Board *or ARC* apply only to the item in violation and not to any replacement. Exceptions are considered on a case-by-case basis.
- C. All exceptions by the Board will be recorded both in a special administrative file and in the member's file which is maintained by the Unit Data Bank. The member's file shall also contain a copy of any agreement relating to the removal or maintenance of such items. The member shall receive copies of any exemption or any agreement signed by him/her.

Tom Sporney further explained that by approving of this rule change, the Board would be allowing the Architectural Review Committee (ARC) to make final decisions in some cases. Director Morse made a correction on page 7. He added to the proposed rule change “Any exceptions granted by the ARC and accepted by the member shall be documented by ARC and distributed to the Board.”

The Board discussed the impact the rule change might have on the ARC, with concern specifically about the pressure it might put on the committee. If the member understands that the ARC has the authority to make the final decision, the dialogue might become more contentious. Member of the ARC, Director Patricia Novinski, noted that members are currently “very comfortable pulling out all the stops to get exceptions.” She didn’t think this would change the amount of pressure put on the committee.

The Board then discussed requiring unanimous consent from the ARC as opposed to majority consent. The possibility of a decision being made by two members of the committee (if only two were in attendance at the meeting) was also mentioned with concern. Conversely, majority vote decisions won by one vote could also become a problem.

Director Ed James mentioned the issue of neighbor approval. If a neighbor is against his/her neighbor putting up a fence, that person would not have the ability to go to the Board to object. The possibility of requiring neighbor approval was suggested.

**CONSENSUS: TO SEND THIS ITEM BACK TO THE ARC COMMITTEE TO DISCUSS UNANIMITY VERSUS MAJORITY AND ALSO THE POSSIBILITY OF TRYING THIS RULE CHANGE FOR SIX MONTHS TO SEE IF IT WORKS. AT THE END OF SIX MONTHS, THE ARC WOULD REPORT TO THE BOARD TO HELP DECIDE IF THIS RULE CHANGE IS A GOOD IDEA. THE COMMITTEE SHOULD SPECIFICALLY LOOK AT SITUATIONS THAT HAVE COME TO THE BOARD BECAUSE OF THE DIFFERENCE OF ONE VOTE. ALSO, THE PROBLEM OF NEIGHBOR APPROVAL SHOULD BE EXAMINED.**

6g. Unallocated Funds Distribution

As reported on the audited financial statements, GHI ended 2007 with an excess of revenue over expenses and unallocated equity. As directed by the Board, interest has been allocated to the replacement reserve funds. In addition, the contingency reserves for each category of home have been fully funded at their Board mandated levels. After these allocations, there is \$85,821.28 in unallocated funds remaining. It was noted that it is typical practice to put the excess funds into replacement reserves. It was clarified that the money would not be allocated to the addition maintenance reserve fund.

**MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING ALLOCATION OF YEAR-END EXCESS REVENUE OVER EXPENSES AND OTHER UNALLOCATED FUNDS: A CREDIT OF \$53,209.19 TO THE FRAME REPLACEMENT RESERVE; A CREDIT OF \$30,895.66 TO THE MASONRY REPLACEMENT RESERVE; AND A CREDIT OF \$1,716.43 TO THE LARGER HOMES REPLACEMENT RESERVE.**

Moved: Agans

Seconded: Novinski

Carried 6-0

6h. Request to City for Curbs at 1 Court Westway

Patricia von Brook wanted the Board to be aware of the request that had been made to the City. The members of 1 court Westway wrote a letter to the City requesting the installation of curbs on the street facing their court. Rose Remenick of 1E Westway told the Board that she made the same request 40-45 years ago. She never received a written note. A few years after the request was denied, Tom White, then of the City Council, told her that the curbs would be installed. They were later removed from the budget without explanation.

The Board discussed the following:

- Lack of curbs makes it more difficult to park on a sloping street;
- Increased runoff because of the absence of a curb;

- Michael McLaughlin's comment that the curb work will be damaged when the street is refinished;
- Possible installation of temporary curbs.

**CONSENSUS: TO DRAFT A LETTER TO THE CITY COUNCIL IN SUPPORT OF THE CURBS WHICH SHOULD INCLUDE THE FOLLOWING: SAFETY, LIABILITY, AESTHETICS, SAFE PARKING, UNIFORMITY, CRUMBLING ASPHALT, TIME WAITED, AND THE FACT THAT THE CURBS WERE REMOVED FROM A PREVIOUS BUDGET?**

Director Morse agreed to draft the letter. When the letter has been approved by the Board, it will be sent to Mr. Michael McLaughlin, the City Council and the members of 1 Westway. The members were encouraged to attend the next City Council meeting.

6i. Gutter Cleaning Contract – 1<sup>st</sup> Reading

Assistant General Manager Eldon Ralph provided background information to the Board. Hearn Insulation was previously approved for the gutter cleaning of 847 GHI units during the spring of 2008. Due to the frequency and intensity of storms this spring, the maintenance department has been deluged with requests from members to clean gutters on GHI units. The storms have caused branches and leaves to clog gutters. In several instances, maintenance staff has had to re-clean gutters on units that were previously cleaned by the contractor. Staff recommends that gutters on all 1592 GHI units be included in the cleaning contract.

The unit prices that were bid by five contractors for cleaning gutters on 1592 units are shown in table A below:

**Table A**

Type of Units	Hearn Insulation	Ned Stevens	Metro Gutter	Royal Gutter	Roofworks
Frame units with pitched roofs	\$15.51	\$17.00	\$18.00	\$18.50	\$20.00
Larger townhouses with pitched roofs	\$15.51	\$17.00	\$18.00	\$24.00	\$20.00
Masonry units with pitched roofs	\$17.50	\$21.00	\$18.00	\$24.00	\$24.00
Masonry Units with flat roofs	\$18.66	\$19.00	\$19.50	\$23.86	\$27.00

Hearn Insulation was the low bidder. Based on Hearn's prices it would cost \$ 26,142.00 to clean the gutters on 1592 units. A cost breakdown is shown in table B below:

**Table B**

Type of Units	Qty	Total Cost
Frame Units with pitched roofs	988	\$15,707.50
Larger Townhomes with pitched roofs	25	
Masonry Units with pitched roofs	319	\$5582.50
Larger single-family units with flat roofs	4	\$75.00
Masonry Units with flat roofs	256	\$4777.00
Totals	1592	\$26,142.00

Hearn has been paid \$14,832.00 on the original contract for cleaning 847 units. Staff recommends that GHI establish an additional contract with Hearn Insulation in the amount of \$11,309.50 (\$26,142.00 - \$14, 832.00) to cover the costs of cleaning gutters on 745 units.

The Board inquired about the impact this will have on the budget and Eldon Ralph explained that this year GHI will save \$17,000 on the parking lot contract, which is the same budget from which the money will come.

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR FIRST READING TO ENTER INTO A CONTRACT WITH HEARN INSULATION IN THE AMOUNT OF \$11,310.00 TO COVER THE COSTS OF CLEANING GUTTERS ON 745 GHI UNITS.**

Moved: Agans

Seconded: Novinski

Carried 6-0

7. Items of Information

It was noted that on June 30<sup>th</sup> the City will have a work session with the NAACP on the proposal of changing voting rules. President Lewis and Director Agans noted that they will be attending the meeting.

8. President

President Lewis announced the new members of the Building committee: Jim Cohen, Ed James, Jackie Kendall, Harriett Phelps, Richard Menis, Steve Skolnik, Ronald England. She also announced that Chuck Hess would be joining the Finance Committee. Several new court liaisons were appointed: Jeanette Holman, Gwen Vaccarro and Erin Gatewood. Lewis also reported that Board training would occur next Thursday and Board members should especially study the conflict of interest document beforehand. She requested that discussion of the Guest House be put on a future agenda because of a recent cancellation. A member reserved the Guest House for July and August because she had planned to renovate her home, but she recently called to cancel the entire reservation. Time limit of reservations of the Guest House and amount of deposit should be discussed on the July agenda. This item could go to the Finance committee agenda for the July 16 meeting.

9. Board Members

Director Ed James reported that the yard sale was a success, bringing in \$342 which will go toward the GHI picnic. He also announced that the House and Garden tour would be next Sunday. He added that the theme for the Labor Day festival is "It's a Small World." It was announced that the Woodlands committee is still studying the pesticide issue and researching what other cities are doing.

Director Agans announced that there will be a Finance Committee meeting on July 16 at which the replacement reserve study will be presented. She also noted that she attended a meeting through the Brookings Institute and met Joel Rogers, a person who is very knowledgeable about the green renovation of large complexes, especially when dealing with cost effectiveness.

Audit Committee member Wilkerson announced that the New Deal Café is scheduled to open next Monday and Tuesday for members only, and Wednesday for the general public. Audit

Committee member Lauber announced that the Marketing committee spent their last meeting discussing boiler rooms.

10. Manager

General Manager Overdurff announced that the Robert's Rules books at each Board member's place are for them to check out for the year. She also reported that she had a productive meeting with Judy Sullivan, the legislative person for housing cooperatives. She works for a law firm and has great contacts. She has promised to keep GHI informed of legislative issues. Ms. Sullivan will also be an excellent resource for finding ways to be more energy efficient. Overdurff requested that if members of the Board have big changes to make to the minutes, they should provide a copy of the changes before the meeting for the recording secretary. It was also announced that the City has agreed to put bicycle racks in Roosevelt Center and at the library.

**MOTION: TO ADJOURN.**

Moved: Agans

Seconded: McFadden

Carried 6-0

The meeting adjourned 9:34 p.m.

Ed James  
Secretary