

Minutes
GHI Board of Directors
July 20, 2006

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

Excused Absence:

Others in Attendance:

Gretchen Overdurff, General Manager	Michael Iacangelo, Audit Committee
Joan Krob, Director of Member Services	Marat Moore, Audit Committee
Eldon Ralph, Director of Physical Plant	Ed James
Stephen Ruckman, Director of Finance	Barbara Buckley
Brenda C. Lewis, Director of Human Resources	Beverly Dziduch
Tom Sporney, Staff Engineer	Jim Harbaugh
CJ Evans, Recording Secretary	Henry Haslinger
Dianne Wilkerson, Chair, Audit Committee	Jeannette Grotke

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

She revised the agenda with the addition of "Contract for Repairs" to Item 6c. She also added *Shed permit / Yard boundary, 34G Ridge* to the agenda as Item 6f. and *Ad for Board Position* to the agenda as Item 6g.

1. Approval of Agenda

MOTION: MOVE APPROVAL OF THE AGENDA AS REVISED.

Moved: Moore

Seconded: Lauber

Carried

2. Visitors and Members

No visitors or members wished to address the Board at this time.

3. Approval of Minutes

There were no minutes submitted for approval.

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:

- **CLARISSA M. BEALL**
- **BRIDGET N. SHEA**
- **LAURA C. FLYNN**
- **PETER G. MOLEROS AND MOLLY S. AHEARN**

Moved: Lauber

Seconded: Lewis

Carried

5. Committee Reports

A written committee report from the Marketing committee was submitted to the Board dated September 2005. The SDP committee and the Woodlands committee requested tables for the Labor Day Festival.

6a. Unpermitted Replacement Fence, 57 P Ridge

The member at 57 P Ridge was not present at the Board meeting. The Board decided to proceed with discussion without the member. A replacement split-rail fence was installed at 57 P Ridge Road without permission. The fence is approximately 3-4 inches taller than the maximum height permitted. President Eichhorst opined that the fence height should be lowered to be brought into compliance. Staff Engineer, Tom Sporney advised that the member is willing to lower the fence. It was also discussed whether the fence should be considered “harmonious” because the style does not match other fences in the row. Director Moore noted that the newly erected fence replaced an existing split rail fence.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW INSTALLATION OF THE SPLIT-RAIL FENCE AT 57 P RIDGE ROAD, PROVIDED THAT THE HEIGHT BE BROUGHT INTO COMPLIANCE WITH GHI RULES.

Moved: Moore

Seconded: Morse

Carried

6b. Contract for Sewer Piping Repairs at 2 G/H Westway – 2nd Reading

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR SECOND READING AND FINAL PASSAGE TO ENTER INTO A CONTRACT WITH ACE DURAFLOW TO REPAIR THE LATERAL SEWER PIPE FOR 2 G/H WESTWAY BY INSTALLING AN EPOXY LINING AT A COST NOT TO EXCEED \$9,500.00.

Moved: Lewis

Seconded: Moore

Carried

6c. Sale of 3 K Eastway- Contract for Repairs

On July 7th, GHI purchased the occupancy rights to 3K Eastway. GHI now proposes to repair the unit to bring it to resale standards. General Manager Overdurff noted that once the work is completed, the unit will be in very good condition. It was requested that the word parged be defined. Director of Physical Plant Eldon Ralph explained that due to drainage over the years, large sections of the outside foundation walls need to be repaired. They will be parged, or plastered with a thin coat of cement.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR FIRST READING TO SIGN A CONTRACT WITH WARRING BUILDERS TO RENOVATE 3K EASTWAY AS DIRECTED BY GREENBELT HOMES, INC. AT A COST NOT TO EXCEED \$8,929.00.

Moved: Moore

Seconded: Lewis

Carried

6d. Role of SDP Committee in Greening Greenbelt Initiative

Director Hudson spoke for the Sustainable Design and Practices Committee in requesting the Board's guidance on its role in the Greening Greenbelt Initiative, specifically in appointing someone to work with the AIA. President Eichhorst opined that more discussion with Carl Elefante would be needed to figure out what the next step should be. General Manager Overdurff suggested that a brainstorming meeting should be scheduled including Carl Elefante and representatives from the City to formulate a plan. The Green Ribbon Task Force was also mentioned with regard to their role in the Initiative. It was requested that information including the charge of the Green Ribbon Task Force be brought back to the next meeting. President Eichhorst requested that Mr. Elefante be contacted and that this item be put on the next agenda; a work session may be necessary.

6e. Allocation of Unallocated Revenue for FY 2005

As reported on the audited financial statements, GHI ended the 2005 fiscal year with an excess of revenue over expenses and unallocated equity. Director Hudson inquired as to whether there was a cap on the amount which should be held in reserves. Director of Finance, Steve Ruckman replied that there wasn't and Treasurer Lewis added that the need for replacement items may change, so it is certainly beneficial to have excess funds in reserve.

MOTION: THE BOARD OF DIRECTORS APPROVES THE FOLLOWING ALLOCATION OF YEAR-END EXCESS REVENUE OVER EXPENSES AND OTHER UNALLOCATED FUNDS: A CREDIT OF \$66,544.24 TO THE FRAME REPLACEMENT RESERVE; A CREDIT OF \$38,638.59 TO THE MASONRY REPLACEMENT RESERVE AND A CREDIT OF \$2,146.58 TO THE LARGER HOMES REPLACEMENT RESERVE.

Moved: Lewis

Seconded: Moore

Carried

6f. Shed permit / Yard boundary, 34G Ridge – Ms. Ingrid Asmundsson

Ms. Asmundsson could not attend the Board meeting tonight, but had been to many other meetings where she communicated her wish to build a wooden shed in her gardenside yard. The Yardline Committee discussed the issue and agreed to recommend that the yardline be kept where it is. Director Hudson asked if the Board would be certifying the yard boundary and Staff Engineer Tom Sporney replied that the suggested motion does not state that it would be certified, but the Board may certify it if they wish. The intention would be to follow the same precedent set with 19 C Hillside, i.e. that yardline had not been certified, but the yard boundary was set. Director Morse inquired as to whether the fence would then have to be removed because the yardline would not be certified. Director Hudson replied that it would not have to be removed; it would just be like any other yard line. He added that the Yardline Committee voted to continue to maintain the rule in the handbook that says that side yards on frame units cannot extend beyond 25 feet realizing that exceptions will be made to that rule.

MOTION: THE BOARD OF DIRECTORS DOES ALLOW INSTALLATION OF THE PROPOSED SHED BASED UPON THE YARD BOUNDARY DEFINED BY THE LOCATION OF THE EXISTING CHAINLINK FENCE. THE MEMBER MUST ABIDE BY THE TERMS AND CONDITIONS OF THE PERMIT TO BE ISSUED FOR THE SHED. THE PERMISSION FOR THE INSTALLATION OF THE SHED EXPIRES ONE YEAR AFTER THE PASSAGE OF THIS MOTION.

Moved: Lewis

Seconded: Lauber

Carried

6g. Ad for Board Position

With Joyce Abell's seat open, the cooperative bylaws state that the open position needs to be advertised. The proposed ad was reviewed. President Eichhorst advised that the bylaws direct the Board in how to fill the open seat.

MOTION: THAT THE BOARD VACANCY AD BE PLACED IN THE GREENBELT NEWS REVIEW.

Moved: Lewis

Seconded: Hudson

Carried

President Eichhorst informed the Board that her job would be relocating to Winchester, Virginia so she would be moving out of the co-op in September. The Board will have to advertise for two positions. She suggested waiting until the new Board Members are selected before appointing a new President and Vice President. Director Lewis commented that this would be a tremendous blow and two new members to the Board would make a big difference. Director Moore asked if a new Vice President would be appointed temporarily until new Board members are selected. President Eichhorst did not think that was necessary because she felt the Board Secretary or Board Treasurer could fill the role if needed. She announced that Committee Chairs, as well as the other candidates who ran for the Board, would be invited to the Board Training scheduled for next weekend.

7. Items of Information

No discussion.

8. President

President Eichhorst expressed her desire for the Board to consider a memorial for Joyce Abell and asked that this be discussed further at the next meeting. She discussed the possibility of working with the City and the New Deal Café on placing a bench or tree in her memory somewhere in Greenbelt where Joyce may have taken her grandchild, possibly the playground in 2 Court Gardenway. President Eichhorst also reminded the Board of the Board training scheduled for July 29, which would include breakfast and lunch. Prior to the training the Board will hold a five minute session for contract approvals instead of holding the Special Board meeting August 3rd. She also mentioned her pleasure with the work of GHI employees Matt Thomas and Desmond McAlmont when working in her home the week of July 4th. Director Alpers was named chair of the Investment Committee and Director Morse and Director McFadden were asked to temporarily take the role of board liaison for the Companion Animal committee and the Member and Community Relations Committee.

9. Board Members

Director Morse expressed his regret at hearing President Eichhorst's news that she would be relocating. Directors Hudson and Lauber shared the sentiment. Treasurer Lewis added that she would be tremendously missed and expressed gratitude for all that she has given to the community. Treasurer Lewis also mentioned Joyce Abell's memorial, commenting that her son gave a beautiful eulogy. Director Alpers shared her regrets at President Eichhorst's departure. Director McFadden told President Eichhorst that she had been looking forward to working with her and hopes that she will consider a possible return to GHI. Director Moore agreed and added that he thought she would quit her job before leaving GHI. He also mentioned his concern with the painting of parking lines between 5 Ridge and Southway. Only the end lines were painted without the lines between parking spaces. He opined that this would create a parking problem. President Eichhorst directed staff to write a letter to request that the extra lines be painted. Audit Committee chair Wilkerson commented that she was stunned that President Eichhorst would be stepping down as she thought she would retire first. Audit Committee member Moore told President Eichhorst that she is remarkable and has brought so much value to the co-op. Audit Committee Member Michael Iacangelo stated that he wished he had more chance to work with President Eichhorst.

10. Manager

General Manager Gretchen Overdurff told President Eichhorst how much staff would miss her and appreciates the leadership and support she has given. This will be a time of transition, she said, adding that President Eichhorst has been a wonderful role model and a great champion in support of employees. She thanked her for everything she has done for the cooperative. Director of Finance Ruckman stated that he had hoped the federal bureaucracy would lose her paperwork, but his hope is dashed. He encouraged her to rent her unit and come back in two years. Director of Physical Plant Eldon Ralph expressed his great shock and added that he would greatly miss President Eichhorst and her selflessness and tireless work for the members. He was also sorry that she would be leaving just as she was getting her new parking lot. Director of Member Services, Joan Krob encouraged her to write a letter to the Manager to request permission to rent her unit for a while so she could come back. Director of Human Resources, Brenda Lewis expressed how much she would miss President Eichhorst adding that when she is recruiting for the company she informs prospective employees that we have a Board President who is so supportive of staff. She thanked her for her continued support. Staff Engineer, Tom Sporney also thanked President Eichhorst for her service to the cooperative.

MOTION: TO ADJOURN.

Moved: Moore

Seconded: Lauber

Carried

The meeting adjourned at 8:22 p.m.

Dorothy Lauber
Secretary