

Minutes
GHI Board of Directors
September 20, 2007

Present: Agans, Hickey, Lauber, Lewis, Mazursky, McFadden, Morse

Excused Absences: Alpers, Robles

Others in Attendance:

Gretchen Overdurff, General Manager
Steven Ruckman, Director of Finance
Eldon Ralph, Director of Physical Services
Joan Krob, Director of Member Services
Brenda Lewis, Director of Human Resources
Tom Sporney, Staff Engineer
Dianne Wilkerson, Chair, Audit Committee
Marat Moore, Audit Committee
Genevieve Courbois, Recording Secretary
Amy Grier
Chris Shuman
Dan Obester
Virginia Obester
Peter May, New Deal Café
Bill Duncan, Strategic Plan Facilitator

President Lewis called the meeting to order at 7:34 p.m. She said that she would give a Member and Community Relations report under Item 5. She suggested allowing 30 minutes of discussion for Item 6c. *Review of Strategic Plan* and 10 minutes for Item 6d. *New Deal Café*.

1. Approval of Agenda

MOTION: TO APPROVE THE AGENDA AS REVISED.

Moved: Lauber

Seconded: Hickey

Carried 6-0

2. Approval of Minutes

MOTION: TO APPROVE THE MINUTES OF AUGUST 30, 2007.

Moved: Mazursky

Seconded: Morse

Carried 6-0

The Board reviewed the 2007 Annual Meeting minutes and offered a few revisions. It was suggested that the Bylaw text under Item 10a. be attached to the minutes as well as the Audit Committee's report to the membership.

3. Visitors and Members

Amy Grier, spoke about masonry repairs being done on her home that affects her quality of life. She elaborated on the dust problems associated with the repairs, the length of time to do the job and the attitude of the workers. She questioned the need for the project.

Director of Physical Services Ralph explained that the work, identified through a GHI routine inspection, is being done to repair erosion that has occurred to the home's surface as the result of water-blasting years ago by a former member. Ralph acknowledged that the work has taken longer than anticipated and advised that GHI will work with Ms. Grier regarding clean-up if the house and attic, restoration of the yard, replacement of plants destroyed as a result of the work and discussed with her how to accommodate her for utility usage on her unit and those on both sides of 19U by the contractor.

Ms. Greer suggested that members be better informed about projects so they can be prepared.

Chris Shuman, said his outdoor plug was used by the contractor during the roof replacement and thanked staff for addressing the flashing issue after the roof replacement.

Dan Obester, inquired about the inspection of brick units. Mr. Ralph responded that this inspection was completed 1 ½ years ago and is part of GHI's regular inspections; e.g., sidewalks, roofs, trees.

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:

- CHARLOTTE B. ELY
- DONN W. AHEARN AND CHRISTINE G. VAN PELT

Moved: Lauber

Seconded: Hickey

Carried 6-0

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

- MIRANDA DAWN, SOLE OWNER, TO MIRANDA G. SCHNEIDER, SOLE OWNER
- DARLENE STEWART, SOLE OWNER, TO DARLENE P. THOMPSON, SOLE OWNER

Moved: Lauber

Seconded: Morse

Carried 6-0

5. Committee Reports

President Lewis, Board liaison to the Member and Community Relations Committee, said that the GHI picnic will be postponed until the spring due to scheduling conflicts. The committee had hoped to hold the picnic on October 14, however, a special program entitled *The City* is being held that day at the Clarice Smith Performing Arts Center in College Park, followed by a field trip to Greenbelt.

6a. Proposed Modification of G/S Window to Entry Door, 54B Ridge Road

MOTION: TO TABLE CONSIDERATION OF THIS ITEM AS THE MEMBER IS NOT PRESENT.

Moved: Morse

Seconded: Hickey

Carried 6-0

6b. Request for Contribution - NASCO

MOTION: THE BOARD OF DIRECTORS APPROVES FOR SECOND READING AND FINAL PASSAGE A CONTRIBUTION IN THE AMOUNT OF \$160 TO NASCO INSTITUTE FOR THEIR LOW INCOME SCHOLARSHIP FUND.

Moved: Agans

Seconded: Lauber

Carried 6-0

6c. Review of Strategic Plan

Bill Duncan presented a draft Strategic Plan for Board review. In the plan, he identified four key result areas (KRAs): Member Services, Building and Grounds, Finance, and Organization. The Board offered suggested changes and discussed rule changes. Director Agans emphasized that information regarding rule changes should be kept in an accessible format such as a binder which would create a historical overview. General Manager responded that the minutes serve as record regarding rules; Director of Member Services Krob added that GHI is compiling codifications of rules. President Lewis offered that rule changes could be kept with the codified records.

Mr. Duncan asked that Board members email any other suggested changes to General Manager Overdurff by October 11 and he will present a second draft for Board review on October 18. It was noted that Director Agans will format Objective 4.2c. President Lewis recognized Mr. Duncan for his work to date.

6d. New Deal Café

Peter May, President, Board of Directors for the New Deal Café (NDC), said that NDC is faced with a number of expenses and is without a financial buffer despite recent fundraising which has raised \$17,000 in pledges and \$6,000 in gifts. He said that NDC

has prepared a loan application to the National Cooperative Bank (NCB) and has developed a business plan and marketing strategy. He asked for a letter of support from GHI to include with the loan application. He also inquired about the possibility of a short-term loan or grant from GHI, as well as the idea of GDC taking over the operations of the NDC.

Director Hickey requested specific names of those reviewing the business plan, and suggested NDC contact the SCORE DC chapter for assistance. He questioned May's phrase "hopefully profitable" in reference to the NDC noting that GHI and GDC need to be careful about finances.

CONSENSUS: SUBMIT A LETTER OF SUPPORT FOR INCLUSION WITH THE NEW DEAL CAFÉ'S LOAN REQUEST TO NCB.

The Board reviewed a letter of support drafted by President Lewis and offered changes. Lewis said the finalized letter would be delivered to May tomorrow.

May said that any financial assistance would be helpful now or in the near future even if NDC is approved for a loan from NCB. Lewis explained that most of the money budgeted for contributions for 2007 has been used, and GHI would need a letter outlining a specific request. She clarified that GHI does not offer loans and that May's inquiry regarding GDC would need to be presented as a formal proposal after GHI's Strategic Plan is finalized.

7. Items of Information

No discussion.

8. President

President Lewis announced that Alice Mitchell and Director Mazursky will present the first Board training on November 1. She recognized Lora Katz for her charrette volunteer coordination efforts, and Ann-Marie Saucier for her program design for the charrette. She announced that GHI is beginning to market its housing in the Takoma Park area as it was noted by the Marketing Committee that a number of new members come from Takoma Park. She attended the 2007 Governor's Grants Conference on September 14 with Landscape Specialist Matt Berres, and learned that the Foundation Center's funding databases can be accessed at the Hyattsville Library. She said that Channel 8 cable news is taping a segment on the Companion Animal Committee's distribution of animal oxygen mask sets to the Greenbelt Police Department's Canine Unit. She noted that the following members would be absent at the October 4th Board Meeting: President Lewis, and Directors Alpers and Robles.

9. Board Members

Director Mazursky is looking forward to developing the November 1st Board training with Alice Mitchell and noted he would be absent for the October 18th Board meeting.

Director McFadden appreciated the Board's letter in support of the New Deal Café. She questioned the impact Governor O'Malley's proposed tax revisions would have on the recent GHI tax assessment. President Lewis said they might affect the state portion, but not the city and county portions. Director of Finance Ruckman said that while the state and county portions are largest, it is unclear at this point if the tax revisions will be enacted, and if the county and city would follow the state's lead.

Director Morse said that it would be a loss if the New Deal Café did not exist. He encouraged everyone to engage acquaintances in making a loan or contribution in support of the Café.

10. General Manager

General Manager Overdurff reported that GHI received \$4,900 from the Chesapeake Bay Trust for the rain garden being constructed at 6 Court Plateau Place.

Director of Human Resources Lewis reminded all that articles for the *Communicator* are due October 1st. She announced the City's annual health fair on October 16th from 10 am – 2 pm. GHI partners with the City on this event.

Dan Obester, 11J Ridge Road, inquired about the recent tax assessment. Director of Finance Ruckman provided an update on the appeal which has been filed and said that it would take time before there is any resolution. President Lewis emphasized that GHI is aware of the impact this assessment will have on members and is doing its best to minimize this impact.

MOTION: TO ADJOURN.

Moved: Morse

Seconded: McFadden

Carried 6-0

The meeting adjourned at 9:05 p.m.

Dorothy Lauber
Secretary