

Minutes
GHI BOARD OF DIRECTORS
September 20, 2012

Present: Boswell, DeBernardo, James, Jones, McFadden, Morse, Novinski, and Ready
Excused Absence: Novinski

Others in Attendance:

General Manager Eldon Ralph
Joan Krob, Director of Member Services
Joe Perry, Finance Director
Tom Sporney, Director of Technical Services
Dianne Wilkerson, Audit Committee Chair
Debbie Cooley, Audit Committee
Ben Fischler, Audit Committee
Ruth Wilson, ARC
Altoria Ross, Recording Secretary

President Ready called the meeting to order at 7:38 p.m.

Approval of Agenda

Ready added Item G, Charters for Marketing Committee and Member & Community Relations Committee.

MOTION: TO APPROVE AGENDA, REVISED

Moved: Hess

Seconded: McFadden

Carried 7

Visitors and Members - None

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:

- **TIMOTHY COHEN-MITCHELL, JOAN COHEN-MITCHELL, TENANTS BY THE ENTIRETY;**
- **JAMES PARKER, HWEI SHUAN FENG, TENANTS BY THE ENTIRETY.**

Moved: James

Seconded: Hess

Carried 7

FOR THE RECORD: THE FOLLOWING MEMBER WAS ACCEPTED INTO THE COOPERATIVE BY A BOARD POLL AND MEMBERSHIP WAS AFFORDED HIM AT THE TIME OF SETTLEMENT:

- **HARRY H. SCHOMBERG, SOLE OWNER,.**

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

- **STEPHANIE J. LOVE, BE CHANGED TO STEPHANIE J. LOVE, LIVING TRUST – TRUSTEE UNDER TRUST DATED 9/17/2012;**
- **ANITA HARRISON, FALECIA A. HARRISON, BE CHANGED TO FALECIA A. HARRISON, SOLE OWNER;**
- **GREGORY N. GOBLICK, CAROLYN R. GOBLICK, BE CHANGED TO GREGORY N. GOBLICK, SOLE OWNER;**
- **ROBERT BALUCH, JOHN BALUCH, BE CHANGED TO ROBERT BALUCH, SOLE OWNER;**
- **JOHN N. OWENS, BE CHANGED TO JOHN N. OWENS, JONATHAN G. OWENS, JOINT TENANTS**

Moved: James

Seconded: Hess

Carried 7

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

- **JEANNETTE M. HOLMAN, SOLE OWNER;**
- **BRUCE T. COULTER, DEBORAH A. COULTER, TENANTS BY THE ENTIRETY;**
- **ROBERT E. HUNTER, SOLE OWNER.**

Moved: James

Seconded: Hess

Carried 7

4. Committee Reports - None

5. Consent Agenda

MOTION: APPROVE THE CONSENT AGENDA.

Moved: Boswell

Seconded: Hess

Carried 7

6a. Approval of Minutes: August 23, 2012

APPROVED BY CONSENT: BOARD MINUTES OF AUGUST 23, 2012.

6b. 2012 Ball Concrete sidewalk Contract, 2nd Reading

APPROVED BY CONSENT: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH CPE, INC., FOR THE FALL REPAIRS OF CONCRETE SIDEWALKS AT 27 GHI SITES AT ITS BID, \$16,493, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$18,142.

6c. Re-examination of Previously Certified Yard Boundaries for 8F Southway

MOTION: THE BOARD OF DIRECTORS DOES APPROVE THE YARD PLATS REVISED BY STAFF DATED 7 SEPTEMBER 2012 FOR 8F SOUTHWAY AND THE ADJACENT BOILER ROOM. THE SHED SHALL BE MOVED OR REPLACED BY AN EQUAL AVENT SHED INTO THE NEW YARD LINE AT GHI'S EXPENSE.

Moved: Boswell

Seconded: Hess

Carried 7

6d. Proposal for Resolving Remaining Right of Way Encroachments with City of Greenbelt

MOTION: THE BOARD OF DIRECTORS DIRECTS THE MANAGER TO ENTER INTO DISCUSSIONS WITH THE CITY OF GREENBELT TO ELIMINATE SIGNIFICANT ENCROACHMENT PROBLEMS BY RE-DESIGNATING THE CITY RIGHT OF WAY AT THE FOLLOWING LOCATIONS:

- 11A & 11H HILLSIDE
- 13A-D HILLSIDE
- 35A RIDGE END ADDITION
- 7J RIDGE END ADDITION
- 9A-D HILLSIDE

Moved: Morse

Seconded: Hess

Carried 7

6e. Contract for Installing Attic Insulation in 16 Pilot Homes, 1st Reading

In August 2012, GHI requested bids from twenty eight (28) general & insulation contractors for the energy upgrade pilot part 2B improvements, attic insulation. Five (5) contractors attended the scheduled pre-bid meeting, and seven (7) attended the rescheduled pre-bid meeting the following week, three (3) of whom had attended the previous meeting. Three bids were received, as follows:

	2A-D Woodland	2A-D Westway	10ABD Southway	4A-D Laurel Hill	total
Devere Insulation					\$23,052.62
Foam Insealators					\$26,755.00
Hawkeye Construction	\$5,700.00	\$5,807.00	\$4,524.00	\$5,380.00	\$21,411.00
NAHB-RC estimate	\$7,392.00	\$7,392.00	\$6,037.00	\$6,037.00	\$26,858.00

Hawkeye Construction is a contractor with whom GHI has not worked before. Staff checked the references of Hawkeye Construction, and has found them satisfactory. Staff recommends that the contract be awarded to Hawkeye Construction.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT

WITH HAWKEYE CONSTRUCTION, INC., FOR THE INSTALLATION OF ATTIC INSULATION AT 2 BRICK & 2 FRAME BUILDINGS ENROLLED IN THE ENERGY UPGRADE PILOT PROJECT, AT ITS BID, \$21,411, PLUS 15% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$24,623.

Moved: Hess

Seconded: James

Carried 7

Prior to the vote on the motion, Director Boswell stated for the record that he would vote in favor and that his unit is included in the pilot program.

6f. Contract for Repairs to 14V3 Ridge, 1st Reading

The Mutual Ownership Contract for the estate for 14V3 Ridge has been terminated for financial default and the unit will be repaired and sold. Attachment #4 outlines the scope of the repair work that will be done. GHI will recover the debts owed to the co-op and the remaining funds will be provided to the estate.

Staff prepared repair specifications and sought bids from three contractors. Two contractors submitted bids as follows:

Name of Contractor	Bid Price
Gehring Construction	\$11,200.00
Gilbert General Contractors	\$11,800.00

Gehring Construction submitted the lower bid. This contractor has previously worked for GHI on similar projects and performed satisfactorily. Accordingly, staff recommends awarding the contract to Gehring Construction, with an extra 10% to cover any unforeseen contingencies.

MOTION FOR 1ST READING: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO SIGN A CONTRACT WITH GEHRING CONSTRUCTION TO REPAIR THE UNIT LOCATED AT 14V3 RIDGE AS DIRECTED BY GREENBELT HOMES INC., AT A COST NOT TO EXCEED \$12,320.00.

Moved: Hess

Seconded: James

Carried 7

6g. Charters for Marketing Committee and Member & Community Relations Committee

CONSENSUS: THE BOARD OF DIRECTORS RETURNS COMMENTS TO THE PROPOSED CHARTERS FOR THE MARKETING COMMITTEE AND MEMBER & COMMUNITY RELATIONS COMMITTEE TO DEBERNARDO FOR REVISION.

7. Items of Information

None discussed.

8. President

Ready said she received a letter from Sylvia Lewis of the Cooperative Alliance about developing a Coo-poly game based on Monopoly. Lewis inquired whether GHI wanted to financially support the game.

9. Board Members

- Director Hess asked that the Board to consider how to support the News Review in celebrating its 75th anniversary.
- Director James Woodlands stated that the Woodlands Committee has since reviewed the playground proposal for the Laurel Hill/Hillside Road area.
- Audit Committee Chair Wilkerson asked for clarification about the October scheduling of the Architectural Review Committee.

10. Manager - None

MOTION: TO RECESS TO EXECUTIVE SESSION FOR MEMBER ISSUES.

Moved: Hess

Seconded: McFadden

Carried 7

The meeting recessed at 9:38 p.m.

Ed James
Secretary