



GRF ADMINISTRATION COMMITTEE MINUTES

March 23, 2023

The meeting of the GRF Administration Committee was held on Thursday, March 23, 2023, and was called to order at 1:00 p.m. by Chair Thompson in Conference Room A and via Zoom.

ROLL CALL

Present: Carole Damoci
Phil Friedman
Donna Gambol
Sandy Geffner

Marsha Gerber
Carol Levine
William Thompson- Chair

Absent: Susan Hopewell

Directors, LeAnn Dillman, Human Resources Director
Staff and Jenna Dever, Assistant to Executive Director
Guests:

Donna Gambol arrived at 1:04 pm

CHAIR'S ANNOUNCEMENTS

Chair Thompson welcomed Committee members and guests, and introduced Director of Human Resources LeAnn Dillman and Administration Manager Jenna Dever.

The Chair outlined the rules of order.

MEMBER COMMENTS

Three Members spoke during the Members' Comment period.

APPROVAL OF MINUTES

The Administration Committee minutes dated February 23, 2023, were approved as presented.

CORRESPONDENCE

N/A

STAFF REPORTSHuman Resources Director

The Director of Human Resources presented the Human Resources monthly report, which was included in the agenda packet.

Finance Director

The Director of Finance was not in attendance to present the Finance monthly report. The committee reviewed the monthly report, which was included in the agenda packet.

UNFINISHED BUSINESS

N/A

NEW BUSINESSAdministration Exterior Windows

The topic was discussed, no further action taken.

GOVERNING DOCUMENTSAmend 30-1001-5 - Glossary of Terms

Motion: To recommend the GRF Board amend 30-1005-5, Glossary of Terms, adopting the definitions as presented of Authorized Resident, Commercial Worker, Contractor, Emotional Support Animal, Employee, Member, Member/Owner, Non-Resident, Occupant, Owner, Pet, Renter/Lessee, Resident, Service Animal, Service Provider, Shareholder/Stockholder, Vendor, and Visitor; and to add definitions for Director, Executive Director, Lessor Member, and Qualified Resident.

First: Phil Friedman
Second: Carol Levine

The motion was carried unanimously.

Amend 30-1021-1 - Posting of Signs on Trust Property

Motion: That GRF's legal counsel review the standing policy 30-1021-1 – Posting of Signs on Trust Property; and the proposed version of 30-1021-1 – Posting of Signs on Trust Property.

First: Phil Friedman
Second: Sandy Geffner

The motion was carried with four (4) yes votes, and three (3) no votes.

FUTURE AGENDA ITEMS:

- Committee Restructure
- Conference Room/ Lobby Seating
- Elevator Cab Remodel
- Review 30-1021-1 - Posting of Signs on Trust Property

NEXT MEETING

Thursday, April 27, 2023, in Administration Conference Room A/Zoom.

ADJOURNMENT

The meeting was adjourned at 2:18 pm by Chair Thompson.

Approved Date

Approval Signature

Printed Name

DRAFT