



GREENBELT EAST ADVISORY COALITION INC (GEAC)

Hunting Ridge CA • Greenbriar Community Association CA • Windsor Green HOA • Greenbrook Estates HOA • Greenwood Village HOA •
Greenspring I HOA • Greenspring II HOA • Greenbelt Lake Village CA • Greenbrook Village HOA

GREENBELT ADVISORY COALITION CHARTER, Revised June 5th, 2014

SECTION I. PURPOSE

We, the Boards of Directors of homeowner and condominium associations in Greenbelt East, do hereby establish this coalition of Greenbelt East residential associations. We do this in order to enable the communities of Greenbelt East to communicate more clearly to the City of Greenbelt and other government entities our united position on matters of common interest, thereby strengthening the bonds that tie us to the other communities which make up the City of Greenbelt. Membership in the Coalition shall be open to every condominium and HOA located within the Greenbelt City limits east of the Baltimore-Washington Parkway.

SECTION II. GREENBELT EAST ADVISORY COALITION

1. NAME

The name of this coalition of associations shall be The Greenbelt East Advisory Coalition (otherwise referred to as GEAC).

2. FUNCTION

The work of the Coalition shall be carried out by the Greenbelt East Advisory Coalition Board. Such work shall include:

- Keeping coalition members informed of pertinent government activity;
- Helping the members to arrive at positions of opinion on matters of mutual concern;
- Making such positions known to the appropriate audiences; and
- Serving as a forum for member associations to share and exchange ideas relevant to Greenbelt East and Greenbelt as a whole.

3. MEMBERSHIP

Membership is open to all condominiums and homeowner associations in Greenbelt East.

(a) GEAC, on occasion, may suggest that a contribution be made by each member association to help offset necessary operating costs. The amount of the contribution will be apportioned by the size of each member organization, as outlined in the attached table and approved by each member board.



GREENBELT EAST ADVISORY COALITION INC (GEAC)

Hunting Ridge CA • Greenbriar Community Association CA • Windsor Green HOA • Greenbrook Estates HOA • Greenwood Village HOA •
Greenspring I HOA • Greenspring II HOA • Greenbelt Lake Village CA • Greenbrook Village HOA

(b) Coalition members are encouraged to have their representatives attend GEAC meetings on a regular basis so that their association's opinions and interests can be heard and shared.

(c) Current Coalition members are:

HUNTING RIDGE - GREENBRIAR COMMUNITY ASSOCIATION - WINDSOR GREEN - GREENBROOK ESTATES - GREENBROOK VILLAGE - GREENWOOD VILLAGE - GREENSPRING I & II - GREENBELT LAKE VILLAGE

(d) Each member association Board shall provide the names and contact information (name, address, phone number(s), email address) for its primary and alternate representatives, as well as the official title of the member association. This is done, preferably, at the January GEAC meeting, but can also be done whenever an association Board makes those appointments.

(e) Any homeowner association of Greenbelt East wishing to become a member of GEAC must sign the GEAC Charter.

4. GEAC BOARD

The GEAC Board shall be created as follows.

(a) The Board shall be composed of one primary representative and one alternate representative per member association. The alternate member shall be recognized as a voting member in the absence of the primary member.

(b) These primary and alternate representatives shall be appointed solely by the member associations.

(c) Each GEAC Board member shall serve at the pleasure of his/her association and shall communicate the opinions of that association, rather than his/her own personal concerns and/or interests.

5. OFFICERS OF THE EXECUTIVE COMMITTEE

(a) The officers of GEAC shall be a Chairperson, a First Vice-Chairperson, a Second Vice Chairperson, a Secretary, and a Treasurer. All officers shall be elected for a term of one year, effective in January of a calendar year, by a majority vote of GEAC members present at a meeting held for that purpose. Unless otherwise provided by the GEAC Board, such meeting shall be the first GEAC meeting in any calendar year.

(b) The Chairperson shall preside at GEAC meetings and function as principal spokesperson for GEAC. The Chairperson shall also set the agenda for each meeting and arrange for meeting programs in consultation with other members of the Coalition Board.



GREENBELT EAST ADVISORY COALITION INC (GEAC)

Hunting Ridge CA • Greenbriar Community Association CA • Windsor Green HOA • Greenbrook Estates HOA • Greenwood Village HOA •
Greenspring I HOA • Greenspring II HOA • Greenbelt Lake Village CA • Greenbrook Village HOA

- (c) The First Vice-**Chairperson** shall assist the **Chairperson**, and preside at GEAC meetings in the **Chairperson's** absence. **In the absence of both the Chairperson and the First Vice Chairperson, the Second Vice Chairperson shall conduct the meeting.**
- (d) The **first Vice Chairperson becomes Chairperson** if that office should become vacant.
- (e) The Secretary shall take minutes of all meetings of GEAC, **and of the GEAC Executive Committee**, and shall maintain all GEAC correspondence and records, other than those reserved for the Treasurer.
- (f) The Treasurer shall maintain member contributions and all GEAC financial records.
- (g) Vacancies in the offices of **the Vice Chairpersons**, Treasurer, and Secretary shall be filled by special election.
- (h) These **five (5)** officers shall constitute the Executive Committee of GEAC.
- (i) **A quorum of the Executive Committee consists of a majority [any three (3) of the five (5)] Executive Committee members.**
- (j) **A representative of an association is not eligible for an Executive Board office until or unless his/her association has signed the GEAC Charter. Only GEAC Primary Representatives may hold a Board office.**

6. BOARD MEETINGS

- (a) Regular meetings of the GEAC Board normally shall be scheduled monthly and held on the premises of one of the member associations.
- (b) Special meetings may be called at any time by the GEAC Chairperson or by any one of the Coalition member associations. Written notice shall be given by the requestor of the special meeting, and sent, by postal or electronic delivery, to all member associations.
- (c) All meetings shall be conducted in accordance with Robert's Rules of Order (latest version).
- (d) A quorum shall consist of representation from any five (5) of the member associations.

7. VOTING

- (a) Actions or decisions required by the GEAC Board shall require an affirmative vote by a majority of members present at the meeting at which the vote is taken.



(b) Each member association has a single vote. This is to be made by the primary representative, or alternate representative, when the primary member is not present for the vote.

(c) GEAC Board members have the right to request a deferral for one month of an action item on the agenda of a GEAC Board meeting in order for there to be discussion by a member association Board prior to a vote by the GEAC. Dissenting opinions by a member association will be included in the communication of the decision at the request of the dissenting association.

8. CORRESPONDENCE

All outgoing GEAC correspondence shall be created and/or reviewed by one GEAC Board officer in addition to the Chair.

SECTION III. CHARTER RATIFICATION: AMENDMENTS

1. Initial ratification of the Charter in 1982 was by approval of the Boards of Directors of the three founding associations: Greenbriar Community Association, Hunting Ridge Condominium Association, and Windsor Green Homeowners Association.

2. A first revision of the Charter was ratified on August 3rd, 1995 by:

Greenbriar Community Association, Hunting Ridge Condominium Association, Windsor Green Homeowners Association, Greenwood Village Homeowners Association, Greenbrook Village Homeowners Association, Greenbrook Estates Homeowners Association, and Greenspring I Homeowners Association.

3. A second revision to the Charter was adopted on January 7th, 2010, at an official and quorate meeting of the GEAC Board. The following member associations affirmed the 2010 revised Charter of the Greenbelt East Advisory Coalition:

Greenbelt Lake Village CA, Greenbriar Community Association, Greenbrook Estates HOA, Greenwood Village HOA, Greenspring I HOA, Greenbrook Village HOA, Hunting Ridge CA, Windsor Green HOA.



GREENBELT EAST ADVISORY COALITION INC (GEAC)

Hunting Ridge CA • Greenbriar Community Association CA • Windsor Green HOA • Greenbrook Estates HOA • Greenwood Village HOA • Greenspring I HOA • Greenspring II HOA • Greenbelt Lake Village CA • Greenbrook Village HOA

4. A third revision of the Charter was adopted on June 5th, 2014 at an official and quorate meeting of the GEAC Board.

Association	Primary GEAC Board Representative	
	Name	Signature
Greenbelt Lake Village CA	Tom Crandall	_____
Greenbriar Community Association	Terry Benedik	_____
Greenbrook Estates HOA	Ed Putens	_____
Greenbrook Village HOA	Roody Rosales	_____
Greenspring I	Austin Henry	_____
Greenspring II	Rohanie Bacchus	_____
Greenwood Village HOA	Charlene MacAdams	_____
Hunting Ridge CA	Marcia Cain	_____
Windsor Green HOA	Judith Thompson	_____
Greenbelt Lake Village HOA	_____	_____

Distribution of this revised charter to all member associations is hereby affirmed by:

_____ GEAC Chairperson, Tom Crandall

Date: June 5th, 2014

TABLE OF GEAC MEMBER ASSOCIATION VOLUNTARY CONTRIBUTIONS



GREENBELT EAST ADVISORY COALITION INC (GEAC)

Hunting Ridge CA • Greenbriar Community Association CA • Windsor Green HOA • Greenbrook Estates HOA • Greenwood Village HOA •
Greenspring I HOA • Greenspring II HOA • Greenbelt Lake Village CA • Greenbrook Village HOA

Greenbelt Lake Village CA	\$75.00	252 units
Greenbelt Lake Village HOA	\$50.00	33 units
Greenbriar Community Association	\$100.00	1192 units
Greenbrook Estates HOA	\$50.00	109 units
Greenbrook Village HOA	\$75.00	220 units
Greenspring I HOA	\$50.00	120 units
Greenspring II HOA	\$50.00	90 units
Greenwood Village HOA	\$75.00	194 units
Hunting Ridge CA	\$100.00	362 units
Windsor Green HOA	\$100.00	654 units