

Eastern Gardens Cooperative, Inc.
Annual General Meeting of the Membership
December 11, 2012 Agenda

President/Board Director – Kathy Slotterback

Diane McKee, V.P./Board Director

Chris Manning, Treasurer/Board Director

Ed Healy, Secretary/Board Director

Shirley Brown, Board Director

Lynette Haley, Alternate Board Director

<i>Members desiring to address the Board of Directors may submit a written request via the business office, 10 days prior to the meeting date.</i>
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Notice is hereby given that in compliance with Eastern Gardens By-Laws, Article IV, Section 2, the Annual General Meeting of the Membership will be held on Tuesday December 11, 2012 at 7:00 pm inside the Clubhouse. Final voting for the election of directors will be held from 6:00-7:00pm. All ballots will be tallied by the Elections Inspectors Committee and announced during the AGM.

I. EXECUTIVE SESSION 6:00 pm @ Business Office (Board Members/Management Only)

- A. Boards review/approve executive meeting minutes.
- B. Boards review of PA system or the facsimile thereof.
- C. Boards discussions/review of letter(s) from members/management.
- D. Boards review of carry-over projects for 2013.

II. CALL TO ORDER 7:00 pm @ Clubhouse

III. ROLL CALL

IV. READING OF MINUTES

V. REPORT OF OFFICERS

- A. Treasurer
- B. Secretary
- C. Vice President
- D. President

VI. COMMITTEE REPORTS

- A. Social Committee

VII. INSPECTORS OF ELECTION

- A. Mrs. Kathy Kent, Committee Chairperson: Voting/Ballot counting in process – Final results of election will be announced by the Election Committee representative(s) when all ballots have been tallied.

VIII. MANAGEMENT REPORTS

- A. Portfolio Manager
- B. Community Director/Manager

IX. UNFINISHED BUSINESS

- A. P.A. system or a facsimile thereof.

X. NEW BUSINESS

- A. Increase the petty cash from \$300. to \$400.
- B. The new Board is required to meet within 10 days after elections, (i.e., NLT December 21st)

(Over)

ADJOURNAMENT

The meeting will be held at Eastern Garden's Clubhouse, 3045 Eastern Avenue, Sacramento, CA 95821. Annual General Meeting of the Membership shall be in accordance with EG Bylaws Article IV, Section 2. Order of business shall be in accordance with Eastern Gardens Bylaws, Article IV, Section 8.

Copies of Agenda/Minutes of meetings are available at Eastern Garden's business office, 3045 Eastern Avenue, Sacramento, CA 95821

BOARD OF DIRECTORS ANNUAL SUMMARY REPORT

Most of the membership is unaware of all the day-to-day challenges faced by management and the Board. Therefore, for your convenience without disclosing confidential information all names and other identifying information are redacted. In an effort to provide the membership with an added awareness of some of those challenges and business affairs of the corporation, such as, safety, security, energy conservation, interviews, disciplinary actions, letters of notice, amendments, financial status, inspections, litigations, just to name a few, the Board is providing the membership with a 2012 annual summary report concerning various issues and events addressed by the board and management.

Interviews Conducted

- 13 total for 2012

Meetings Held

- Regular – 3
- Budget – 1
- Executive – 25
- Membership - 4

Financial

- No withdrawals from our Reserve accounts for 2012
- A balanced budget approved for 2013
- No increase to monthly carrying charges.

Membership Correspondence

- The Board responded to membership letters of request/concerns

Repair/Replacement Projects

- Pool repairs completed
- Minor asphalt repairs
- On-going landscape projects
- Handicap ramp installed at clubhouse

Administration & Operating Rules

- Adoption of Internal Dispute Resolution
- Amendment to Rule #7 "Laundry Rooms"
- 2012 financial audit approved. No weaknesses or discrepancies found
- New copier & PC purchased for business office
- New office hours 10am-5pm M-F

- Crime Prevention Awareness Mtg
- New EG Website goes worldwide
- EG Logo Contest
- Newly revised Membership Handbooks
- New ramp & steps for clubhouse

Management

- Sacramento County inspects EG swimming pool. EG passes
- Sacramento Fire inspects EG grounds and fire extinguishers. EG passes
- EG insurance company inspects for safety. EG passes
- EG annual in-house inspections
- 280 work orders completed
- 19 move ins/move outs
- Annual Section "8" (HAP) re-certification for 20 members
- 35 applicants removed from the waiting list that either refused to move in or took possession. We currently have 20 applicants on the list waiting to move in.
- On-going routine maintenance items: electrical & lighting, heating & cooling, locks & hardware, plumbing, custodial, pool, fire & utilities, asphalt driveways, roof gutters, laundry...etc.

Proposed Carry-Over Projects for 2013

- Complete asphalt/slurry repairs to driveways/carport areas; entire complex
- Demo existing BBQ patio and install new patio with a walkway from the clubhouse