

Eastern Gardens Cooperative, Inc.
Regular Meeting of the Board of Directors
January 24, 2007 Minutes

The Board of Director's meeting was called to order at 7:00 p.m. by President Blair McLeod. Roll call showed the following officers, board directors and management personnel present:

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|--|---|
| Blair McLeod, President | Joan Wood, Vice President |
| Ed Healy, Secretary | Shirley Brown, Treasurer |
| John Stofanik, Director | Frank Lenhart, Alternate Board Director |
| Richard Crockett, Alternate Board Director | |
| Gary Haugstad, Sr. Regional Property Manager | Theresa Williams, Community Director |

It was moved by Joan Wood, second by Shirley Brown, and carried, to approve the special meeting minutes of the January 4, 2007, and January 17, 2007 meeting as printed.

CORRESPONDENCE

None

REPORTS

- 1) OFFICERS/BOARD MEMBERS/ALTERNATES - None
- 2) COMMITTEES - None
- 3) SR. REGIONAL PROPERTY MANAGER - Still waiting for HUD's approval on carrying charge increase. Manufacturer has signed off on new roof replacement, warranty is in place, EG can clip or cover exposed nails.
- 4) COMMUNITY DIRECTOR - (see attachment)

UNFINISHED BUSINESS

- 5) Reconstitution of Board - (see pre-meeting session minutes)
- 6) Amendments/Revisions/Additions of Bylaws/Occupancy Agreement/Rules & Regulations - No action taken at this time. It was recommended that the board schedule special meetings to discuss the following:
 - a) Pet Policy
 - b) Occupancy Agreement
 - c) Quarterly Membership Meetings

NEW BUSINESS

- 7) Director's Code of Ethics - code of ethics were distributed to the Board of Directors and upon their review they are to sign them and return to EG Secretary. Treasurer Shirley Brown requested more time to review before accepting and signing. The Board agreed that each Director was to review the code of ethics and be prepared to sign off on the acceptance of them at the next board meeting, scheduled for February 21, 2007.
- 8) Proposed Projects for year 2007:
 - a) Carpet Replacement Program - for apartment units with carpet that is 10+ years old. Current carpet is only replaced upon move-out of members and when carpet is 10+ years old or badly damaged/worn.

- b) Landscaping & Irrigation – review and consider implementing a “Landscaping Program”, that is shrubbery, trees, irrigation, drainage and timers.
- c) Slurry/Pavement – review and consider a complex wide “Slurry and Pavement Project”, that is, driveways and carports.

After further review and discussion by the Board it was decided to recruit the help and support of the membership in establishing committees for these projects along with other items, such as, Social, Welcome, Rules...etc. A letter/flier would be distributed to the general membership asking for volunteers to participate on committees for these kinds of issues, point-of-contact would be President Blair McLeod, who would receive and collect the names of those members interested in participating on a committee. Using the existing committee guidelines and policies established in 2006, committee members would be given copies of the guidelines along with their task(s) and then be approved by the Board.

MEMBERSHIP COMMENTS

General discussions and questions by the members

REPORT OF PRE-MEETING SESSION

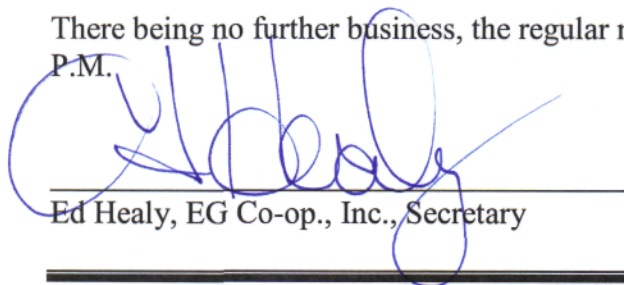
The closed session was called to order by President Blair McLeod, at 6:30 PM. There were no members from the general membership present. Roll call showed the following officers, board directors and management personnel present:

| | |
|--|---|
| Blair McLeod, President | Joan Wood, Vice President |
| Ed Healy, Secretary | Shirley Brown, Board Director |
| John Stofanik, Board Director | Frank Lenhart, Alternate Board Director |
| Richard Crockett, Alternate Board Director | |

- 9) Reconstitution of Board – President Blair McLeod reported that Eastern Gardens has a vacancy for Treasurer. Motion by John Stofanik, second by Joan Wood, and carried to have Shirley Brown as Treasurer.
- 10) MISCELLANEOUS DISCUSSION NOT ON THE AGENDA: Discussions on board member’s non-interference to management and to the operations of the cooperative, e.g., enforcement of the occupancy agreement, house rules or obtaining vendors outside of a meeting of the board of directors unless otherwise authorized by the full board of directors.

The closed session meeting adjourned at 6:45 PM.

There being no further business, the regular meeting of the board of directors was adjourned at 8:20 P.M.


Ed Healy, EG Co-op., Inc., Secretary

MINUTES APPROVED AS PRESENTED BY A MAJORITY VOTE OF THE BOARD OF DIRECTORS

SIGNATURE **DATE**

The meeting was held at Eastern Garden’s Clubhouse, 3045 Eastern Avenue, Sacramento, CA 95821. Order of business was in accordance with Eastern Gardens By Laws, Article IV, Section 8.

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

**COMMUNITY DIRECTOR'S REPORT
BOARD MEETING 1/24/2007**

I. MOVE-OUT'S MOVE-IN'S

Apartment #'s 14, 42, 50, 87, 92, 30, 92 & 100.

Transfers – Apartment's 42 to 87, 30 to 42, 100 to 92.

Applicants from outside waiting list to occupy apartment #'s 14, 50, & 30.

II. WORK ORDERS

Total 12/11/06 to 1/19/07 (90)

A. Work orders requiring special attention

- 1) Apartment turn repairs to (6) apartments.
- 2) Light pole replacement in front of management office due to being hit by unknown object. Incident was not witnessed.
- 3) Repairs to siding due to replacement of downspouts and painting of flash on buildings after roof replacement.
- 4) Removal and replacement of conduit and Romex wire to (3) locations on property.
- 5) Removal of bushes to Southside of property for visual security.

III. COMMUNITY PROJECTS

- 1) Rent Increase proposed to take effect on February 1, 2007.
- 2) Waiting list opened January 2 through February 2, 2007. Total to date is 42 applications.
- 3) Annual inspections for preventative maintenance consisting of battery replacement to smoke detectors and replacement of air filters to the HVAC units will be conducted shortly by your management team along with the recording of appliance serial and/or model numbers that are now required by HUD. Time and date's will be supplied to entire membership allowing (2) weeks notice before inspections so this time can be allotted into your schedules.
- 4) Interviews are now being conducted for the maintenance position by the management staff.
- 5) Security awareness to be addressed at a meeting presented by the Crime Prevention Division of the Sheriff's Department at a future date for all members to attend. Notification will be sent out when details are available. Sudden increase of car theft, tampering with vehicles and suspicious individuals on property has initiated this.
- 6) Interviews and credit screening for membership from the outside waiting list is now in progress.

IV. PROPOSALS

- 1) Removal of Redwood trees by Arreola's due to being too large and wrong location causing damage to structure and possible safety hazard. \$7,280.00
- 2) Replacement of deteriorated conduit and Romex wire, and (2) fixtures to (5) locations on property. \$2,145.00

V. TOPICS IN NEED OF BOARD'S APPROVAL

- 1) Drains in driveways need to be raised and asphalt patched around them.
- 2) Wood replacement to dry rot on siding of buildings and areas where old downspouts were removed.
- 3) Painting of flash to (2) buildings with roof replacements. Should this be completed by vendor or maintenance technician?

Comments: