

**Eastern Gardens Cooperative, Inc.
Annual General Meeting
December 13, 2011 Minutes**

I. CALL TO ORDER

- A. The Annual General meeting was called to order at 7:05 p.m. by President Mr. James Patrick.

II. ROLL CALL

- A. Roll call showed the following officers, board directors, and management personnel present:

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|--|---|
| James Patrick, President | Kathy Slotterback, V.P./Board Director |
| Ed Healy, Secretary/Board Director | Chris Manning, Board Director |
| Diane McKee, Acting Treasurer/Board Director | |
| Gary Haugstad, Portfolio Mgr., FPI | Theresa Williams, Community Director, FPI |

Absent: Donna Schmelz, Treasurer/Board Director

Total number of membership present: 30

III. APPROVAL OF MINUTES

It was moved by V.P. Ms. Kathy Slotterback, second by Board Member, Mr. Chris Manning, and carried (5 Yea's-0 Nays), to accept the board's regular meeting minutes of 9/28/2011.

IV. EXECUTIVE SESSION DISCLOSURE

- A. The Executive Session of the Board convened on December 13, 2011 @6pm to interview 2 (two) candidates that were considered for membership and to discuss and review letters from the membership that is private and sensitive in nature.

B. Board Actions:

1. Board approved both candidates for membership.
2. Board approved member's request for alterations/additions.
3. Do to topic and timeliness, the Board reviewed and tabled other letter(s) for the 2012 Board's consideration.

V. REPORT OF OFFICERS

- A. Treasurer – No Report
B. Secretary – No Report
C. Vice President – No Report
D. President – Mr. Patrick wished the membership a Merry Christmas and a Happy New Year.

VI. COMMITTEES REPORTS

- A. Social Committee – Ms. Joan Wood #37, reminded everyone of the upcoming "New Year's Social" get together on December 31, 2011 from 7-9pm in the clubhouse.

BREAK:

At 7:59pm a recess was called by President Patrick allowing the elections committee to tabulate the ballots.

At 8:18pm the meeting was reconvened by President Patrick to obtain the election results.

(OVER)

VII. INSPECTORS OF ELECTION

A. Ms. Isabelle Andrews, Committee Chairperson and the committee, Ms. Cathy Lozano, Mrs. Kathy Kent, & Ms. Nona Weisbart, tallied the election results and were announced by the committee chairperson, they are as follows: Total membership available to vote 111.

1. Mrs. Diane McKee – 51 votes, Board Member
2. Mr. Chuck Miller – 48 votes, Board Member
3. Mr. Ed Healy – 37 votes, Board Member
4. Ms. Shirley Brown - 31 votes, Alternate Board Member
5. Ms. Lynette Haley – 26 votes, Alternate Board Member

B. Director's who are carried over from 2011 and will be part of the board are:

1. Ms. Kathy Slotterback, Board Member
2. Mr. Chris Manning, Board Member

VIII. MANAGEMENT REPORTS

A. Portfolio Manager – Mr. Haugstad reported that HUD informed him they would respond within one/two weeks concerning EG's amendment, "Death of a Member", that was sent to them.

B. Community Director – See attached report.

IX. UNFINISHED BUSINESS

A. EG's amendment. (See Portfolio Manager's report above)

X. NEW BUSINESS

A. 2012 Board of Directors Elections – see Election of Inspectors.

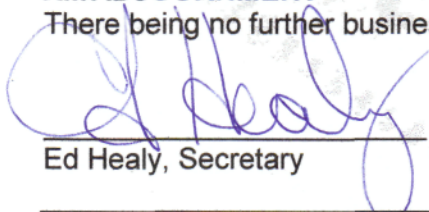
B. Upon election results the newly elected board of directors and those carried over are required to have their organizational meeting within 10 days after the elections, NLT December 23rd. This is so the board can elect the officers of the corporation, per EG bylaws Article V, §7.

XI. OPEN FORUM

The board and management answered questions from the attending 30 members present. A question was raised concerning EG Vs Robert's Rules. The Board summarized, "There are no such requirements in Eastern Garden's governing documents nor has there been any adopted of such requirements from Robert's Rules of Order, specifically, when it comes to elections or voting for example, cumulative, proxy or write-ins, but rather EG follows its own bylaws. It was suggested that a letter to this affect be disseminated to the general membership for clarification, the Board agreed.

XII. ADJOURNMENT

There being no further business, the regular meeting of the board adjourned at 6:22pm.


Ed Healy, Secretary

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

SIGNATURE **DATE** 1-26-2012

The meeting was held at Eastern Garden's Clubhouse, 3045 Eastern Avenue, Sacramento, CA 95821. Regular meetings of the Board of Directors shall be in accordance with EG Bylaws Article V, Section 8. Order of business was in accordance with Eastern Gardens By Laws, Article IV, Section 8. Executive Sessions of the Board of Directors shall be in accordance with Civil Code §1353(b)(h) & Corp. Code §8320(b)

With the exception of Executive Meeting Minutes, Copies of the Agenda/Minutes of the regular meetings of the Board of Directors are available at Eastern Garden's business office, 3045 Eastern Avenue, Sacramento, CA 95821

COMMUNITY DIRECTOR'S REPORT BOARD MEETING 12/13/2011

I. COMMUNITY PROJECTS

1. M/O – M/I process for (7) apartments included in this total are (2) transfers from October 1, 2011 through January 1, 2012.
2. Main property sign has been replaced.
3. Applicant interview and administrative process for M/I's and M/O's.
4. Annual recertification process for Section 8 residents.
5. Waiting list opening process consisting of advertisement AD placement to (3) newspapers, letters to outreach organizations(ethnic groups), notices to membership stating details for opening dates January 3,2012 through April 3,2012.
6. Management administrative training classes ongoing throughout the year.
7. REAC Inspection was completed on 10/4/2011 with a satisfactory rating.

II. WORK ORDERS REQUIRING SPECIAL ATTENTION

1. Total work orders performed between the time frame of 10/1/2011 and 12/8/2011 were (30).
2. Apartment renovations for (7) apartments between October and December 2011.
3. Cleaning of gutters to all buildings on property is now underway.
4. Tube bundle replacement to north boiler room.
5. Annual backflow inspection passed on 10/12/11 with zero findings.
6. Annual tree trimming has been conducted during the week of 10/13/2011 for perseverance of trees, safety, and damage control to property.