

EASTERN GARDENS COOPERATIVE  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2005 - First General Membership Meeting of the Year

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Vice President June Robinson called the meeting to order at 7:04 pm

Members Present: Ed Healey, Mary Kirk, June Robinson, and Margaret Saunders

Members Absent: Kathleen Slotterback, due to illness

F.P.I. Management Present: Jim Collins and Theresa Williams

Mary Kirk, Secretary read the minutes of the January 23, 2005 meeting.

Motion to accept the minutes, as read by Ed Healey,

2nded by Margaret Saunders

Passed by voice vote

June Robinson introduced the selection, by volunteers, to form a Gardening Rules Committee for suggestions on Gardening Rules. Jeanne "JC" Hite agreed to be Chairperson, and to seek volunteers to work on the committee. Committee to report back to the Board by Tuesday, March 1, 2005.

Ed Healey then supplied copies of the Improvement Program to be read and noted by the Board Members.

June Robinson asked if the Reserve Fund had been repaid. Ed Healey stated there are now three (3) Reserve Fund Accounts, all now replenished.

June Robinson explained her understanding of the funding of maintenance. Painting due every seven (7) years, roof every fifteen (15) years. And that three (3) percent of the original mortgage from HUD was put in the reserve fund, but, due to past erroneous spending, we must now do the roofs of most of the buildings.

Ed Healey stated the full membership will get to provide input and review all plans. The three funds are: to replace, to improve and to maintain. Three (3) percent of all monthly collections goes into those accounts. We will be doing the various things at intervals, such as painting every eight (8) years and maintaining and resurfacing the driveways and parking areas as needed.

Right now the number one project is the all of the walkways, including where trees may be causing damage to the concrete.

The second project, after the walkways, is repairing the roof areas. Some buildings have a roof that is currently leaking. We will fix each roof, building by building, over three years. The first year will cost approximately \$36,000.00. The second year will cost approximately \$18,000 and the third year will cost approximately \$18,000.00. The three years will ~~not be consecutively, but spread out over the next twenty (20) years.~~ This will prevent any Board from taking out too much money, too often and depleting the reserve accounts.

*3 years  
3 yrs.*

It is the job of the Board of Directors to review the needs of the complex and set priorities for 2005. To make a proper decision, the Board will need two (2) or three (3) estimates on any work to be done, before a final decision is reached.

Margaret Saunders then asked if another loan would be possible in the future, if needed. Ed Healey responded "yes".

Theresa Williams then gave the Community Director's report, including the information that there were sixty-four (64) work orders completed from January 19, 2005 to February 18, 2005. (see copy attached)

In addition she reported there were eighty-five (85) applications on our waiting list.

The Board agreed to secure "No Trespassing, No Soliciting" signs. After a general discussion Ed Healey made the motion to approve securing the signs for the entrances to the complex. Mary Rogers seconded the motion. The motion passed by voice vote of the membership.

A question was raised about members having the after hours emergency number of F.P.I. Ed Healey stated those numbers are listed on each monthly Newsletter.

A potluck is scheduled for St. Patrick's Day at 6:30 p.m. in the clubhouse.

Theresa Williams brought up the subject of the maintenance of the electric gates. A maintenance contract would cost ninety-eight dollars (\$98.00) a quarter. June Robinson made a motion to accept the contract. Mary Kirk seconded the motion. The general membership accepted the contract by voice vote.

Betty <sup>Sloan</sup> Rogers stated that our By-Laws show that Alternate Members of the Board are required to attend all Board Meetings. After a short discussion June Robinson made the motion to adjourn at 8:15 p.m. Mary Kirk seconded the motion. Membership passed the motion by voice vote.

Submitted by Mary Kirk, Secretary to the Board

MANAGER'S REPORT  
BOARD MEETING 2/23/05

MOVE-OUT'S MOVE-IN'S

For February- As mentioned in last months meeting report new member is in process of moving in this month into apartment #53 and has met all responsibilities of repairs needed for occupancy. All move-in cost has been paid by member, no cost to Eastern Gardens.

EASTERN GARDENS EXPENSES

Appliances -	Refrigerator	\$414.00
Tax Returns -	Filing and audit	\$4200.00
Handicap ramps (2) -	Behind building #3005	\$920.00
	Behind laundry on	
	Northside	\$1240.00
Boiler room -	Replacement of coupler	\$221.00
	And motor mounts	

WORK ORDERS

Total 1/19 – 2/18 (64)

Work orders requiring special attention

- 1) Inspection work orders still ongoing
- 2) Updating outside entrance call box entering new members and deleting members no longer here.
- 3) Repairs to fencing around dumpster areas.
- 4) Replacement to motor on Robertson entry gate.
- 5) Replacement of motor mounts and coupler to boiler room located on north side.
- 6) Trimming of tree in front of building #3087 to expose light for prevention of moss growing on ground as requested by member having difficulty breathing.
- 7) Completion of handicap ramps.
- 8) Replacement of siding with fiberglass on end of first carport north of entrance gate on Eastern



### Community projects in progress

- 1) Total of applications submitted upon closure of waiting list on February 3<sup>rd</sup> was 34, which brings Eastern Gardens outside waiting list total to 85.
- 2) Special meetings being held by the Board of Directors for all members to attend for review of proposed Rules and Regulations. Next meeting will be held on March 3<sup>rd</sup> at 6:30 pm.
- 3) Special meeting to be held for Section 8 members by the "California Coalition of Rural Housing" on procedures of the Opt-Out.
- 4) Re-inspection follow-ups still ongoing.

### Letters to Board

- 1) Secret meetings of Board member
- 2) Member appealing to Board of Directors to terminate eviction proceedings.
- 3) Member requesting removal of tree for health reasons relating to mossy areas.
- 4) Member requesting interview with Board for joint tenancy with person stated on Will and Testament for transfer of membership.

### Safety Incidents

- 1) Please drive with caution on property and adhere to the 5 MPH signs posted.
- 2) Solicitors are not permitted on property. If these individuals are seen please ask them kindly to leave, telling them "Solicitors are not allowed".
- 3) Emergencies that are time sensitive, need to be handled as such:
  - a. Call management during normal work hours.
  - b. Call FPI emergency phone number after hours.
  - c. Call Community Director's cell phone after hours.
  - d. Call Maintenance Tech. cell phone after hours.

Emergencies related to Health, Fire, and Safety need to be reported to "911". Time is very crucial in these circumstances, not allowing for steps a, b, c, & d. This last weekend there was an emergency situation that was handled promptly by one of our members using the steps described above and because of her quick judgment prevented a bad situation from being a lot worse.

#### Events scheduled this month

Monthly potluck will be held on Friday, March 18<sup>th</sup> at 6:00 pm. Of course, this month is in celebration of "St Patrick's Day". More details will be provided in the March newsletter.

#### PERPOSAL

Quarterly service agreement from R&S Gates to maintain gates at a cost of \$98.00 quarterly. Copies of Agreement and Maintenance Report will be supplied to Board Members.



These high-impact, versatile tables have a polyethylene top for superior strength and durability. Lightweight and stain resistant, these easy-to-clean tables will not crack, chip or peel.

	Office Max	Walmart	Costco	Sam's Club
Folding Table. 72" x 30	\$ 45.00	\$ 50.00	\$ 42.00	\$ N/A
Folding Table. 96" x 30"	\$ 75.00	\$ N/A	\$ N/A	<b>\$ 70.00</b>
Round folding Table 60"	\$ N/A	\$ N/A	\$ N/A	<b>\$ 99.00</b>



**2 Office chairs @ 99.99 ea. at Costco**

Only four round tables will be able to fit in the clubhouse and they will be very inconvenient to store also they are more expensive than the long ones.

Propose to purchase		
5 tables (96" x 30") from Sam's Club @ 70.00 ea	=	\$ 350.00
2 office chairs from Costco @ 100.00 ea	=	\$ 200.00
Tax 7.75	=	\$ 42.62
Total		<u>\$ 592.62</u>