

**Eastern Gardens Cooperative, Inc.**  
**Regular Meeting of the Board of Directors**  
**March 25, 2009 Minutes**

*Members desiring to address the Board of Directors may submit a written request via the business office, president or secretary, 10 days prior to the meeting date.*

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

Frank Lenhart, V.P./Board Director	Ed Healy, Secretary/Board Director
Donna Schmelz, Treasurer/Board Director	Mary Kirk, Board Director
Merritt Miller, Alternate Board Director	James Patrick, Alternate Board Director
Gary Haugstad, Portfolio Mgr., FPI	Theresa Williams, Community Director, FPI

Absent: Janice Hoberg, President/Board Director

It was moved by Treasurer, Mrs. Donna Schmelz, second by Acting Director Mr. Merritt Miller, and carried 5-0 to accept the minutes of January 28, 2009, February 20, 2009, special meetings of the board of directors.

**REPORT OF OFFICERS**

- 1) Treasurer – Mrs. Schmelz reported that our current financial status is excellent, i.e., all payment of bills is current with a surplus in the checking account. The 2008 financial audit was completed by Pregent, no errors or discrepancies were found. Copies of the financials are made available to members at their request and can be obtained at the business office.
- 2) Secretary – Mr. Healy praised management for their excellent work on managing Eastern Garden's financial outlook.
- 3) Vice President—Mr. Lenhart reminded the board about the new procedures, e.g., Consent...etc.
- 4) President – Absent

**5) CONSENT MATTERS**

- 6) Outside Pool Lighting – Motion by Director, Ms. Mary Kirk, second by Acting Director, Mr. Merritt Miller, and carried to replace, on a trial basis, the existing light by poolside with a better overhead directional lighting to accommodate card table...etc. No time limit on the trial basis.
- 7) Other consent items recommended by management for board's review/approval for the next regular board meeting, are:
  - a. One (1) carport cover located at south side of property. Bid proposal by Sacramento Building, Kurt Whisenhunt, unpainted \$1,650, painted \$1,950
  - b. Installation of (14) each additional downspouts. Bid proposals, D7 \$2,900; Sacramento Building \$1,800-2,100
  - c. Removal of (4) each juniper trees located by poolside. Bid proposal by Majestic \$1,250

**COMMITTEES REPORTS**

- 8) Ms. Joan Wood reported on responses for changing the name of the newsletter. Out of (15) responses the most voted on was, "The Eastern Gardens Grapevine", this will be the new name for our newsletter.

**MANAGEMENT REPORTS**

- 9) Portfolio Manager –
  - a. HUD approval for carrying charge increase – Mr. Haugstad reported that they were still waiting, possibly by month's-end (March 2009)
  - b. HUD approval for Occupancy Agreement (O.A.) amendments – Mr. Haugstad reported that Mrs. Bonita Hovey (HUD Rep) is reviewing the O.A. We should hear back soon.
  - c. Mr. Haugstad reported that EG Property Insurance was renewed with a \$10k savings.

10) Community Director – See attached report

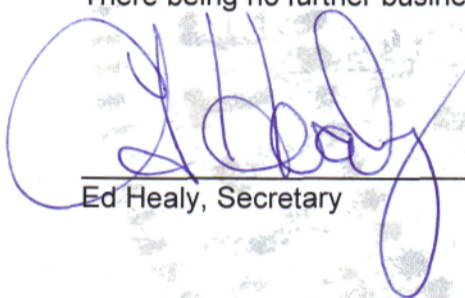
**UNFINISHED BUSINESS**

- 11) Emergency Water valve replacement, (7) each total – See Meeting Minutes February 20, 2009.
- 12) Status – HUD approval for carrying charge increase – See Management Report above.
- 13) Status – HUD approval for O.A. amendments – See Management Report above.
- 14) Property insurance renewal – See Management Report above.
- 15) Guidelines for newsletter articles – Board reviewed and discussed with Ms. Wood.
- 16) Hand-rails on staircases – See closed session meeting minutes.

**NEW BUSINESS**

- 17) BBQ grill replacement – Due to damaged and rusted condition of the existing two BBQ grills Management will schedule the installation of two new grills with signage and water bucket.
- 18) EG Web site – Secretary Mr. Healy reported on the advantages of EG having their own web site and asked the Board to consider this for the general membership's access, which would include all documents such as bylaws, occupancy agreement, rules and regulations, newsletters, announcements...etc. only the membership would have access to this information. Approximate initial set-up cost \$200 with annual fees/dues of \$60.00 thereafter.
- 19) Cleaning & Move-Out Instructions – Tabled, a special closed session meeting by the board will be scheduled.
- 20) Designated Smoking Area(s) – See closed session meeting minutes.

There being no further business, the meeting was adjourned at 8:22 pm.

  
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Ed Healy, Secretary

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

 6-24-09  
**SIGNATURE DATE**

*The meeting was held at Eastern Garden's Clubhouse, 3045 Eastern Avenue, Sacramento, CA 95821. Regular meeting 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.*

*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 3/25/09**

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**I. COMMUNITY PROJECTS**

1. Fire Extinguishers have been scheduled to meet 4/1/09 deadline.
2. New signage and signs to all dumpster enclosure areas.
3. Correction of Sheriff Contact emergency number to all vehicle towing signs located at all entrance gate areas.
4. Pool tile cleaning has been completed for summer usage.
5. Management will be submitting proposal for removal of trees and stumps that are causing damage to concrete and are dying.
6. Management will be submitting proposal for upper level balcony cleaning.

**II. WORK ORDERS REQUIRING SPECIAL ATTENTION**

1. Fire lane painting to be scheduled as soon as weather permits.
2. Valve replacements located at all apartment buildings.
3. Gutter cleaning has been completed to all buildings.
4. Cleaning of pool furniture and pool area for summer usage.
5. Resurfacing to office ceiling due to water damage.
6. Trip hazard to uneven walkways.
7. Installation of flower bed border to be scheduled.

**III. BID PROPOSALS FOR BOARDS REVIEW/APPROVAL**

1. Carport enclosure to (1) parking stall located at building 3005-3007
  - a) Sacramento Building (Mr. Kirk Whisenhunt) Painted-\$1,950, unpainted \$1,650
2. Installation of additional (2) each downspouts to (7) buildings = 14 each total.
  - a) D7 Bid, @\$2,900.00
  - b) Sacramento Building Bid (Mr. Kirk Whisenhunt), @\$1,800.00-\$2,100.00
3. Removal of (4) Juniper Trees behind pool area causing cement pad and fencing to lift up.  
Removal of trees and stump grinding, \$1,250.00
4. Purchase of new (2) each outdoor BBQ grill's for picnic area. Cost \$428.00 plus tax.