

**Eastern Gardens Cooperative, Inc.
Regular Meeting of the Board of Directors
March 26, 2008 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 President Linda Patrick. Roll call showed the following officers, board directors, and management personnel present:

President/Board Director – Linda Patrick	Janice Hoberg, Vice President/Board Director
Ed Healy, Secretary/Board Director	Donna Ripley-Schmelz, Treasurer/Board Director
Frank Lenhart, Board Director	Merritt Miller, Alternate Board Director
Kathy Slotterback, Alternative Board Director	
Theresa Williams, Community Director	

It was moved by Secretary Mr. Ed Healy, second by V.P. Ms. Janice Hoberg, and carried, to approve the meeting minutes of the special board meetings, February 27, 2008, March 4, 2008, March 18, 2008 and the regular board meeting February 27, 2008 as printed.

REPORT OF OFFICERS

- 1) Treasurer – Financials: Copies are made available to members at their request and can be obtained at the business office.
- 2) Secretary – Reported that he was receipt of three (3) membership certificates for signature.
- 3) Vice President – No report
- 4) President – Announced two new committees, i.e. Rainbow Welcoming Committee, Chairperson Mickii Wilner and the Elections Committee, Chairperson Isabelle Andrews.

COMMITTEES REPORTS

- 5) Social Committee – Chairperson, Ms. Janice Hoberg announced that we can expect something next month.

MANAGEMENT REPORTS

- 6) Portfolio Manager – Not present.
- 7) Community Director – (See attachment)


UNFINISHED BUSINESS

- 8) Amendments/Revisions/Additions of By-Laws/Occupancy Agreement/Rules & Regulations.
 - a) Items reserved for special meetings are to be established
 - i) Expulsion of Membership/Eviction Policy
 - ii) In-House Transfer Policy
 - iii) Officers Duties/Responsibilities
 - iv) Primary Residency
 - v) Transfer of Membership
 - vi) Board Removal & Board Carry-Over
 - vii) No Smoking Policy
- 9) Re-build front sidewalk adjacent building 3005.
 - a) **Board Action:** Motion by Director Frank Lenhart, second by Donna Ripley-Schmelz and carried to re-construct/build front sidewalk; work was awarded to Sacramento Building, for \$2,388.00


NEW BUSINESS

- 10) Alterations/additions – Discussions on acquiring appropriate written approval from the board.
Board Action: Schedule a special meeting to specifically discuss course of action the board is to take for violators and what means to get the message out to the members as to why and how important it is to first obtain written permission.
- 11) Up-grades – Discussions on upgrades in reference to the issue of in-house transfers. **Board Action:** Schedule a special meeting to specifically discuss/amend the current In-House Transfer Policy so that it does not cost additional monies or maintenance burdens to the Co-op.

There being no further business, the regular meeting of the board of directors was adjourned at 8:35 pm.


Ed Healy, Secretary

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


4-23-2008

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 3/26/08**

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

Apartments #14, #41, #47, #95, #97 and #102 to meet April move in deadlines.

II. WORK ORDERS

2/25/08 – 3/20/08 = (54) Total

A. Work orders requiring special attention

- 1) Dry rot and down spout removal wood replacements.
- 2) Handicap ramp to sidewalk in front of Building #3005.
- 3) Broken grate to Southside driveway repaired by asphalt vendor.
- 4) Turnover repairs for (6) apartments.
- 5) Cleaning of gutters to (3) remaining buildings.
- 6) Paint to exterior of buildings where dry rot and new roof replacements were completed.
- 7) Pipe leak repair under Mulberry tree located on northwest side of property.
- 8) Reinforcing of pool fencing posts with cement.
- 9) Bait traps throughout property for rodent (rats) infestation.

III. COMMUNITY PROJECTS

- 1) Application selection process for Board interview to fill vacancies.
- 2) Move out/move in process for (6)apartments, 3 outside waiting list applicants and 3 in house transfers, consisting of; interviews and screening for Board approval to fill vacancies and in house waiting list notification for transfer acceptance.
- 3) Notification of members on in house transfer list for transfer acceptance.
- 4) Fire inspection conducted on March 3, 2008 resulting with a negative violation rating giving Eastern Gardens a perfect score.

IV. RECOMMENDATION TO THE BOARD BY MANAGEMENT

As stated in articles 12. & 13. of the OA, the only alterations to be completed by members with acceptance are interior painting and drapes. Alteration and additions have in the past and currently been performed by the members with approval and consent not always being complied with as required under article 13. Because of the increased amount of transfers the following areas are found to be in violation and management would like the following alterations, additions ceased only allowing standard items under the jurisdiction of the Corporation with the elimination of so called "upgrades"; e.g. a) appliances-only the Corporation is to supply and replace for reasons relating to replacement cost, repairs, uniformity and storage. b) Carpet and vinyl-only the approved vendor shall be used with the standard material that has been researched for quality, uniformity and cost for suitability of the property. c) All other items supplied by the Corporation such as; Doors, Locks, Windows, Plumbing items, HVAC, Electrical, may not be changed or altered at any time unless performed under the legality of the Corporation's and managements approved maintenance and vendor personal in conjunction with the standard replacement items already set forth under Eastern Gardens laws and policies. This practice will assure total cost and safety efficiency.