

Eastern Gardens Cooperative, Inc.
Regular Meeting of the Board of Directors
April 25, 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:

Blair McLeod, President	Joan Wood, Vice President
Ed Healy, Secretary	Shirley Brown, Treasurer
John Stofanik, Director	
Gary Haugstad, Property Manager	Theresa Williams, Community Director

It was moved by Treasurer, Ms. Brown, second by VP, Ms. Wood, and carried, to approve the meeting minutes of the March 21, 2007, special meeting April 9, 2007 as printed.

CORRESPONDENCE

- 1) Letters from Members:
 - a) Letter dated 4/11/07 and submitted to the board urging the board to expedite roof repair/replacement to building 3035/3037. The Board is currently accepting bid proposals from various roofing contractors to conduct repair/replacement for all remaining roofs that have not been done and is anticipating work to start mid summer of 2007
 - b) Letter dated 4/25/07 and submitted to the board requesting to hold a "Give Away-Take Away" gathering/meeting on June 30 2007 and September 22/29 2007 between the hours of 8:00 am and 12:00 pm in the clubhouse.
 - i. Motion by Treasurer, Shirley Brown, 2nd by Director, John Stofanik, and carried to allow clubhouse usage for said gathering/meeting as described above.
 - c) Letter/Card dated 4/24/07 and submitted to the board announcing resignation of Mickii Wilner from the Social/Welcome Committee.
 - d) Letter submitted to the board recommending that the board consider other options on the reading of minutes at board meetings. The Board will consider this option and take into advisement.

REPORTS

- 2) Treasurer – Community Director Theresa Williams provided explanation on additional expenses per the request and satisfaction of the treasurer.
 - a) Motion by Secretary, Ed Healy, second by VP Joan Wood, and carried to accept the treasurer's report.
- 3) Secretary – The following documents were provided to all board members:
 - a) Position Descriptions on the Community Director and the Maintenance Technician
 - b) Eastern Gardens Management Agreement with FPI.
 - c) Letter of "Request for Roof Bid Proposal". Letter and specifications to be mailed out to roof contractors inviting them to submit a bid proposal on the remaining roofs.
- 4) President – The following accolades were given to:
 - a) Mr. Merritt Miller for accepting the Alternate Board Director's position.
 - b) Mr. Frank Lenhart for his efforts in organizing and inventorying the storage sheds.
 - c) Letters from members see Correspondence.
- 5) COMMITTEES – None
- 6) SR. REGIONAL PROPERTY MANAGER –
 - a) Roof Replacements: Mr. Haugstad reported that it would be to Eastern Garden's advantage if we allow contractors to bid on all remaining roofs. In addition, Mr. Kurt Whisenhunt (General Contractor) will personally oversee the repair/replacement and advise when necessary.
 - i) Motion by Secretary, Ed Healy, 2nd by Director, John Stofanik, and carried to allow Management to send out "Invitations to Bid" on remaining roofs.
 - b) Maintenance Technician – Mr. Haugstad reported that they are continually to search for a maintenance technician for Eastern Gardens and would keep us informed as necessary. In the interim, Eastern Gardens will continue to use Mr. Whisenhunt on a part-time basis to handle the trouble calls, move-ins/outs...etc. NOTE: In using Mr. Whisenhunt part-time this has in no-way negatively affected the budget, i.e., payroll, benefits and in most cases it would be outsourced.

- 7) COMMUNITY DIRECTOR – Ms. Williams proposed to the board for their review and discussion on asphaltting/slurry of driveways and carport areas, due to holes, alligating and storm drains which have dropped to the extent that they have caused potential trip hazards and damage to vehicles. Mr. Haugstad reported that he would have Astro Paving to conduct a site visit to outline damages and possible costs. This will help when we invite other contractors to bid, i.e., they will all be bidding the same.

UNFINISHED BUSINESS

- 8) Amendments/Revisions/Additions of By-Laws/Occupancy Agreement/Rules & Regulations.
 - a) Pet Policy - Pet Policy Rule – STATUS: On March 19, 2007 the board reviewed its current pet rule and voted on to amend it by abolishing the current pet rule and accepted a newly proposed pet policy rule. A letter with the newly proposed pet policy will be disseminated to the general membership for their review. Comments will be heard by the general membership at the next scheduled board meeting on May 23, 2007 concerning this issue at which time the board will vote for final acceptance with any changes per membership’s comments. NOTE: Members claiming a disability under the Reasonable Accommodation “Assistance Animals” have not changed.
 - i) Motion by Director, John Stofanik, 2nd by Treasurer, Shirley Brown, and carried to disseminate the proposed Pet Policy Rule to the general membership.
 - b) Occupancy Agreement – TABLED. Review current EG occupancy agreement in reference to Primary Residency and Eviction procedures. STATUS: Received draft from Mr. Link’s office, Attorney at Law; awaiting for the board’s review/critic.
 - c) Quarterly Membership Meetings – TABLED. No action taken to date to officially amend the Bylaws. Board has already accepted and put into place an agenda category for Membership Comments.

NEW BUSINESS

- 9) Piano – EG member has a family member who has offered a “FREE” upright piano for placement in the clubhouse. Consensus of the board believes that the current piano EG has in the clubhouse is acceptable and would like to thank its member and their family for such a generous offer but will respectfully decline.
- 10) Building Emergencies “After Hours Point-of-Contact” – Deferred to Portfolio Manager, Mr. Haugstad for his resolution.

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
 Ed Healy, Secretary
 John Stofanik, Board Director

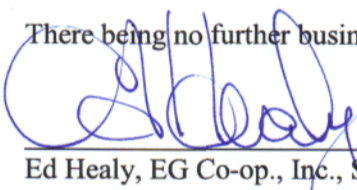
Joan Wood, Vice President
 Shirley Brown, Board Director
 Gary Haugstad, Portfolio Manager (FPI)

DISCUSSIONS:

- 11) Letters from the Membership – See Correspondence

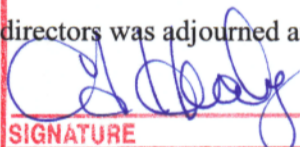
The closed session meeting adjourned at 6:55 PM.

There being no further business, the regular meeting of the board of directors was adjourned at 8:31 P.M.



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

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

 5/23/07
 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 4/25/07**

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

April/May – Member(s) from apartment #30 to occupy apartment #95 on 5/1/07.
Member(s) from apartment #100 to occupy apartment #92 pending move out on 5/1/07.
Approved applicants from outside waiting list to occupy apartments #30 and #100.

II. WORK ORDERS

Total 3/19/07- 4/20/07 (50)

A. Work orders requiring special attention

- 1) Replacement of flood lights to buildings #3067 & #3087 for energy conservation and security.
- 2) Trouble shooting of intermittent short to light post and carport lights on buildings #3005 and #3007.
- 3) Replacement of clubhouse door and panic bar to meet self locking and closing functions as required by the Board to provide security for the revised clubhouse accessibility hours 8am to 10pm (7) days a week.
- 4) Storeroom lock replacement to walk through gate located in front of building #3085.
- 5) Installation of (2) signs holders on side of clubhouse entrance door to post membership events, reserved functions, meetings and hours.
- 6) Pool motor needs to be replaced. Use of pool will not be interrupted by this repair.
- 7) Cleaning of pool tile is being scheduled causing interruption of use during this process. Notice will be given for this procedure.
- 8) Flag pole repair consisting of; new rope, new flag and re securing of loose flood light.
- 9) Wood replacement to buildings when old downspouts were taken down by Sacramento Building Repairs.

III. COMMUNITY PROJECTS

- 1) Annual inspections to begin on 5/16/07 through 6/5/07. Please see April 10, 2007 notice that was sent out to membership for details. Extra notices are available in business office for your convenience.
- 2) Section 8 recertifications are being conducted for (5) tenants to meet compliance deadline of 5/24/07.
- 3) Property inspection was conducted by our liability insurance carrier on 3/28/07.
- 4) Fire extinguisher annual maintenance inspection was conducted on 4/16/07.

IV. PROPOSALS

- 1) Roof estimates awaiting further information for the spec's per the Board's request.

V. EXPENSES

- 1) Fence repair due to accident – R&S Gates Replacement of (1) post and (2) panels \$696.00
- 2) Replacement of Clubhouse door and hardware – Sacramento Building \$771.00

VI. SAFETY INCIDENT

Hit and run vehicle crashed through the fence at the corner of Eastern and Robertson damaging (1) post and (2) panels of fence on Friday, 4/13/07. All reports with law enforcement and insurance agencies have been filed. Vendor was prompt to repair so that the property would remain secured.

VII. TOPICS FOR BOARD APPROVAL

Asphalt throughout property is in need of repairs and resurfacing for preventative maintenance and safety. Holes, cracks and storm drains have dropped so far into asphalt are causing a potential trip hazard and damage to vehicles.