

57/10
EASTERN GARDENS COOPERATIVE
MINUTES OF THE BOARD OF DIRECTORS MEETING
OF APRIL 27, 2005

Meeting was called to order at 7:02 pm by the President

Members present: Alphonso Baute, President; June Robinson, Vice President;
Kathy Slotterback, Treasurer; Mary Kirk, Secretary;
Ed Healy, 2nd Vice President.

also T. Williams Comm. Dir.

The President requested reports of Board Members.

June Robinson, Vice President, requested the report of the Garden Committee.

In the absence of the Committee Chairperson, J. C. Hite, Mary Case kindly agreed to read the report. The report was accepted.

Kathy Slotterback, Treasurer had no report. She is still getting information from F.P.I.

Ed Healy, 2nd Vice President had no report.

President Alphonso Baute gave information on the requirements from the insurance company to prevent cancellation of the insurance. A general discussion followed regarding the stairs, the sidewalks, the laundry rooms, the refuse stations and the parking areas.

A letter from the insurance company was noted, as requiring verifications of all necessary items within 30 days of the date of the letter.

Theresa Williams gave the Community Director's report, (see attached.)

Capital improvements program expenses were approved by the Board for units #31, #73 and #94. President Alphonso Baute made a motion to accept White Knight's bid on pickets, 2nd Vice President seconded the motion. Motion carried by voice vote.

Vice President June Robinson made the motion to accept Mercury Insurance by June 6, 2005. Treasurer Kathy Slotterback 2nd the motion. Motion carried by voice vote with all in favor.

President Alphonso Baute introduced a general discussion regarding the problems with the moss growing on one side of #69 at 3087 Eastern Ave. Advice will be sought from the gardeners and bids will be solicited for the tree removal.

6 Linens
4 Tables
4 Folding
Trays

President Alphonso Baute then asked Kathy Kent about her request for four (4) folding chairs and a set of tablecloths for the pot lucks. After a short discussion, President Alphonso Baute stated he could six (6) chairs as a donation, and would do so. It was decided to set the item of the linens aside for now. President Alphonso Baute made the motion to supply the chairs, 2nd Vice President Ed Healy 2nd the motion. Motion passed by voice Vote with all in favor.

At this point President Alphonso Baute opened the floor to discussion based on his statement he had expected the Gardening Report to state "if we would have gardening or not". After some discussion, several things were agreed upon. That planting in the ground would be acceptable with approval of the Board. That planting containers should be no larger than five gallons, but, any containers now in use would be allowed to remain. There would be no limit on the number of containers, as long as their area was kept in a clean and orderly manner.

After the discussion, Treasurer Kathy Slotterback made the motion that no Board Meetings would be held from this date onward, on Tuesday evenings. Vice President June Robinson 2nd the motion. President Alphonso Baute voted against the motion. 2nd Vice President Ed Healy abstained. Secretary Mary Kirk, voted in favor. Motion carried.

Secretary Mary Kirk began to make a motion to have three bids solicited for painting the buildings in the complex. She was halted by President Alphonso Baute due to his information that Jim Collins was on vacation until May 5, 2005. He also stated bids were in the works for the roofing of the buildings.

President Alphonso Baute adjourned the meeting at 8:54 p.m.

Mary Kirk, Secretary

ADDENDUM TO THE MINUTES OF THE
EASTERN GARDENS COOPERATIVE
BOARD OF DIRECTORS MEETING
OF APRIL 27, 2005

(addition - after Members Present)

Also present: Theresa Williams Community Director

Page one, paragraph eleven

change to read:

Capital improvements program expenses were approved by the Board for units #31, #73 and #94. Treasurer, Kathy Slotterback mad a motion to accept White Knight's bid on pickets (for stairs and balconies) . 2nd Vice President Ed Healy seconded the motion. Motion carried by voice vote, all in favor.

Page two, paragraph one

President Alphonso Baute then asked Kathy Kent about her request for four (4) folding chairs and a set of table clothes for the pot lucks. After a short discussion, President Alphonso Baute stated he could provide six table clothes and four folding trays, as a donation, and would do so. It was decided to set aside the item of the chairs, for now. President Alphonso Baute made a motion to supply the table clothes and trays. Vice President Ed Healy seconded the motion. Motion passed by voice vote, all in favor.

MANAGER'S REPORT
BOARD MEETING 4/27/05

MOVE-OUT'S MOVE-IN'S

For April - #33 gave 30 day notice on 4/1 to vacate on 4/30.

For May - #31 is transferring to #33. New members are moving into #31 on 5/6.

- #73 gave 30 day notice to vacate on 5/31.
- #40 transferring to #73 on 6/1.
- #94 transferring to #40 on 6/4.

Applicant from outside waiting list pending, awaiting approval on credit screening and interview with the Board to fill vacancy to #94 on 6/8.

EASTERN GARDENS EXPENSES

1) Cleaning of asphalt	\$2100.00	} Jim approved
2) Dishwashers replaced in apartments #68 & #73	\$398.00	
3) Replacement of amp, splitter, cable and input connectors to Buildings 3015, 3017, and 3007. Poor reception of antenna was reported from members.	\$372.00	
4) #52 replacement of carpet and vinyl per inspection Agreement.	\$1100.00	
5) #87 replacement of vinyl, per inspection agreement.	\$600.00	

PRE MOVE-OUT EXPENSES NEEDING APPROVAL

- 1) #31 Countertops need resurfacing; countertops are yellow from age and scratched. (No check-in list). *2 yrs*
- 2) #73 Floors in bathroom is black underneath from leaking seal. (15 yrs old). *9 yrs*
- 3) #94 Countertops need resurfacing, tub enclosure worn and cracked, resurface tub. (No check- in list). *2 yrs*

WORK ORDERS

Total 3/21 – 4/22 (63)

Work orders requiring special attention

- 1) Installation of pickets or flat bar to balcony and stair railings per insurance compliance. Pending reviewed proposals.
- 2) Cleaning of asphalt to parking stalls and driveways as was recommended for insurance compliance completed on 4/6 and 4/8.
- 3) Completion of remaining inspection work orders to apartments #52,#87 and #68
- 4) Completion of move-out repairs that were Eastern Gardens responsibilities to apartments #33,#31, and #73.

Community projects in progress

- 1) Section 8 completion of file compliance procedures for next HUD audit.
- 2) Processing of (6) Section 8 recertifications that are do by June 30, 2005.
- 3) Preparation of move-out / move-in paperwork, inspections, work orders and applicant screenings for Board interview.
- 4) Preparation of May newsletter.

Safety Incidents

- 1) Fire safety inspection conducted by Sacramento Fire District on April 21, 2005. Findings for compliance were markings for fire lanes and master keys to be placed in Knox boxes. Reinspection to be reviewed by 5/11/05. Fire extinguishers annual inspection service is scheduled for 5/4/05.
- 2) "NO SMOKING" Law signs for employees will have to be placed in all work areas, per California Labor Code 6405.5(b). Law states that no employer shall permit or no person shall engage in the smoking of tobacco products in an enclosed space at a place of employment. Specific "place of employment" is defined on poster sign. Signs will be placed in clubhouse, laundry rooms, and office and storage area.

PERPOSALS

- 1) Replacement of water valve in front of Apartment 17. Estimate from Arreola's \$350.00.
- 2) Removal of moss and replacement of sod and compost in front of apartment #69. Estimate from Arreola's \$1885.00.
- 3) Addition of pickets to balcony and railings by White Knights \$6, 9797.00. Flat bar 1" \$6,440.00. R&S estimate for pickets is \$19,400.00.
- 4) Ultra-Low Flush Toilet Program has been offered to us. This is a rebate program for environmental conservation installing 3.5 or 5 gallon toilets for \$29.00 per toilet including installation, wax ring, disposal of old toilet, new seat, water line and caulking. We are now paying \$50.00 just for the toilet.

Events scheduled for May

Monthly potluck will be held on Friday, May 20th at 6:00pm. Theme will be Italian. Lets have everyone attend and show are appreciation and support for all the hard work that Kathy and Richard Kent have given to the community so that we can enjoy and have fun! Thanks to the both of you!

Movie night is scheduled for May 13th at 7:00pm in the clubhouse. Featured movie will be "Seven Years in Tibet" starring Brad Pitt and Dalai Lama in a true story of an Austrian prisoner of War.

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GARDENING COMMITTEE REPORT

All units and gardening areas were checked individually by the Committee.

Overall the majority of members are keeping their areas neat and tidy.

Only a few places seem to need some attention. The three biggest problems are:

1. empty pots in disarray
2. bags of potting mix and fertilizer standing in the planting area
3. trash, dead plants and various foreign objects in the planting area

Recognizing that the winter is just coming to a close, we thought perhaps a brief letter could be sent to all residents asking that the gardening areas be made ready for the summer by May 1, 2005. And, in addition the letter should include the information that if someone is in need of assistance we would put out a call for volunteers to come forward and help out in their gardening area so they too could have their areas ready for the summer.