

EASTERN GARDENS COOPERATIVE  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
OF MAY 25, 2005

President Alphonso Baute called the meeting to order at 7:03 p.m.

Members present: Alphonso Baute, President. June Robinson, Vice President.  
Kathy Slotterback, Treasurer. Ed Healy, 2nd Vice president.  
Mary Kirk, Secretary. And Elrick Caughey, Alternate.

Management team present: Jim Collins, F.P.I.  
and Theresa Williams, Community Director

The President requested minutes of April 27, 2005 meeting be read. Minutes read by Secretary.

Corrections needed to Minutes of April 27, 2005 were noted. June Robinson made a motion to accept corrections, motion seconded by Ed Healy. Motion carried by voice vote with all in favor.

The President requested reports of Board Members.

Kathy Slotterback, Treasurer - no report  
June Robinson, Vice President - no report  
Ed Healy, 2nd Vice President - no report

Theresa Williams submitted monthly Manager's Report (see attached)  
Manager's report accepted as read.

After a brief discussion the Board approved the repair and/or replacement of the sauna door lock. All in favor. Kathy Slotterback made a motion that a self locking lock be placed on the sauna room door. Ed Healy seconded the motion. Motion carried by voice vote, all in favor.

There was a discussion of the terminology on cleaning units, at time of move out, both for transfers and new occupants. Kathy Slotterback made a motion to include wording that units must be professionally cleaned and paid for the member vacating a unit. Ed Healy seconded the motion. Alphonso Baute, Mary Kirk and June Robinson voted no. Kathy Slotterback and Ed Healy voted yes. Motion did not carry. General agreement was reached that members should have the option of cleaning the vacated units themselves or by professionals. And if by themselves, if the unit does not meet cleanliness standard, a professional will be used and then paid for out of the equity.

President Alphonso Baute advised that a stolen car had been placed inside the complex in May and had to be removed by CHP. He requested that all members be alert to people following residents in or out of the complex.

Betty Sloan brought up the subject of the ramp needed for the laundry room at the south end of the complex. After discussion, no decision was reached, but several different solutions were offered. Jim Collins stated we have a second bid on the concrete work by Jim Ballie, for the area next to building #3017. They would add additional sidewalk on the south side for \$1,044.00 or \$2,415.00 if they added a ramp. This would be a ramp 33 feet by 12 feet and removal of the old concrete. This would require removal of a tree for \$650.00 plus \$100.00 for stump removal. Phase One, would do concrete work and remove the tree. Total cost quote \$3,415.00 plus \$750.00 for the tree work. Ed Healy made the motion to accept the bid for this work on Phase One. Kathy Slotterback seconded the motion. Motion carried by voice vote, all in favor.

Jim Collins stated that two (2) bids for (2) buildings to be roofed had been received. One from Jeff Williams and one from D7 Roofing. He explained changes are need in the roof level, and gutters will be added. Shingles may need replacing in some areas, and the one flat top area needs repair and leveling. There will be a 15 year warranty in either bid. All necessary work will be done within the bid amounts of \$30,000 to \$30,800. (See bids for exact amounts) Jim Collins has copies of the bids. (to provide one copy of each for meeting minutes.)

President Alphonso Baute requested Jim Collins provide a full break down of the bid items. Jim Collins agreed to do so. In addition Jim Collins will get two additional bids and will have Kurt Wesenhart monitor the work when it is being done.

Jim Collins has also received a proposal from Wild West Painting, the same company that did the painting of the complex the last time. The job will cost \$48,800.00 for the entire complex.

Reales Tree Removal has submitted a bid of \$200.00 to remove the smaller tree next to unit #69, at the north end of the complex. In addition, the bid includes \$69.50 for trimming of the large redwood tree next to unit #69, to allow more sun and kill the moss now growing under the trees. June Robinson made a motion to have both items of work done. Ed Healy seconded the motion. Motion carried by voice vote, all in favor.

Alphonso Baute gave out copies of the new Rules and Regulations draft proposal for Board Members to review. After the review, we can then put the draft out to the membership for a vote.

June meeting will be at 6:30 p.m.

President Alphonso Baute adjourned the meeting at 8:45 p.m.

MANAGER'S REPORT  
BOARD MEETING 5/25/05

MOVE-OUT'S MOVE-IN'S

- For May- Move/in's; Apartment # 31 transferred to apartment # 33.  
New members moved into apartment # 31.
- For May- Move/outs; Apartments # 40, #69, #73, & # 94.
- For June-Move/in's; Apartments # 40, # 54, #69, & # 73 are transfers.  
New member moving into # 94.
- For June-Move/out's; Apartments # 54 & # 64.  
Apartment # 64 will be filled by applicant from outside waiting list.

WORK ORDERS

Total 4/25 – 5/20 (39)

Work orders requiring special attention

- 1) Installation of pickets to balconies and stair railings per insurance compliance is underway now.
- 2) Painting of markings on curbs for fire lanes.
- 3) Move/out repairs to apartments # 40 & # 94.
- 4) Wax could not be removed from clubhouse carpet.
- 5) Self locking door knob to be replaced on restroom/sauna door that leads from pool area.

EXPENSES

1) Emergency A/C repair after hours to apartment #105	\$306.00
2) Water valve replaced in front of apartment # 17	\$350.00
3) Countertops resurfaced in apartment #31	\$235.00
4) Resurface tub & countertops to apartment #94	\$420.00
5) Resurface tub and bathroom countertop repair to #40	\$250.00
6) Tub enclosure to apartment # 94	\$420.00



### COMMUNITY BUSINESS IN PROGRESS

- 1) Processing of paperwork for members moving in and out.
- 2) Screening process of outside applicant to fill occupancy to apartment # 64.
- 3) Filing of Section 8 recertifications to meet August deadline.
- 4) Drafting of June newsletter.
- 5) Suggestion to be applied to "Notice of Intention to Vacate" related to move-out instructions. I recommend apartments to be cleaned professionally upon move out.

### SAFETY INCIDENT

- 1) On 5/5/05 residents car was reported stolen from assigned parking space. No signs of forced entry to property entrance gates.
- 2) On 5/6/05 an unauthorized vehicle on property was reported to be stolen. This is a very good example for the importance to exercise community awareness at all times.
- 3) Shrubs trimmed away from driveways for visibility safety.
- 4) Relocation of members assigned parking space to meet disability accommodation.

### PROPOSALS SUBMITTED

- 1) Wild West Painting
- 2) D 7 Roofing Services
- 3) JA Valley Construction
- 4) Arreola's Landscape
- 5) All Star Painting
- 6) B&B Painting

## EVENTS SCHEDULED FOR MAY

June 10-Friday @ 7:00 pm in the clubhouse. Movie Night: "Space Cowboys"

June 24- Friday @ 7:00 pm in the clubhouse. Classic Movie Night: "On the Beach"

No potluck for June. Next potluck will be Monday, July 4<sup>th</sup> at 5: 30 pm in the picnic area. Clubhouse will also be opened. Hot dogs, hamburgers, buns and condiments will be furnished by the potluck committee. Members are to bring side dishes and drinks. Further information will be provided in the June newsletter.

In memory on Mary Maxfield there will be a mass in her remembrance on June 1, 2005 at 6:00pm at Our Lady of the Presentation Church located at 4123 Robertson Ave. (corner of Robertson & Norris)

Following mass a remembrance social will be held at the Nano Nagle Center, located on the school grounds behind the church.