

Eastern Gardens Cooperative, Inc.
Regular Meeting of the Board of Directors
June 24, 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 President Ms. Janice Hoberg. Roll call showed the following officers, board directors, and management personnel present:

Janice Hoberg, President/Board Director
Ed Healy, Secretary/Board Director
James Patrick, Alternate Board Director
Gary Haugstad, Portfolio Mgr., FPI

Frank Lenhart, V.P./Board Director
Merritt Miller, Alternate Board Director
Theresa Williams, Community Director, FPI

Absent: Mary Kirk, Board Director
Donna Schmelz, Treasurer/Board Director

It was moved by V.P. Mr. Frank Lenhart, second by Acting Director Mr. James Patrick, and carried 4-0 to accept the minutes of March 25 & 30, 2009, April 14, 2009, & May 13, 2009.

REPORT OF OFFICERS

- 1) Treasurer – Mrs. Schmelz was absent Mr. Ed Healy reported on her behalf that our current financial status is excellent, i.e., all payment of bills are current with a surplus in the checking account. Copies of the financials are made available to members at their request and can be obtained at the business office.
- 2) Secretary – Mr. Healy reported that it's time to renew Eastern Garden's Articles of Incorporation with the State of California Secretary of State's office. This process must be done every two years at a cost of \$22.00. By doing so, it establishes EG as a valid cooperative corporation with the state. Secondly, Mr. Healy requested that board approve the purchase of a 4 drawer locking file cabinet, (approx. cost \$160.00), to be placed in the business office to hold all documents and board actions, correspondences...etc. **Board Action:** Motion by V.P. Mr. Frank Lenhart, second by Acting Director Mr. James Patrick and carried, (4-0 Ayes), approving the purchase of a 4 drawer locking cabinet.
- 3) Vice President - None
- 4) President – Ms. Hoberg announced as a reminder about the "Give-Away" scheduled on Saturday, June 27, 2009 and also the 4th of July "Pot Luck Picnic".

5) CONSENT MATTERS

- 6) One (1) each carport cover located at south side of property. The Board and management are responding to the increase demands of those disabled members requesting permanent parking spaces closer to their apartment unit. The new addition of one carport cover will replace the existing visitor space and be reassigned as a permanent parking stall to help accommodate the disabled member(s) requests. **Board Action:** Motion by Acting Director Mr. James Patrick, second by V.P. Mr. Frank Lenhart and carried, (4-0 Ayes), approving the reassignment of the visitor stall to permanent and for the purchase one each additional carport cover and contracting the work out to Sacramento Building; approx cost \$1,950. Includes labor, material, delivery, and tools.
- 7) Installation of fourteen (14) each additional roof downspouts. Background: In 2005 thru 2007 the board(s) approved the repairs/install of roofs to all 11 buildings, (i.e., 7 apartment buildings, 2 laundry buildings, 1 business office building and 1 clubhouse building) at an estimated cost of \$250,000). Due to budget constraints during that time the scope of work was limited to the number of downspouts that were to be installed. After a few years of wet weather and smart money management, EG now has enough monies available to install the additional downspouts to help accommodate the gutter over-flows during inclement weather.

Board Action: Motion by V.P. Mr. Frank Lenhart, second by Acting Director Mr. James Patrick and carried, (4-0 Ayes), approving the purchase of the additional downspouts and contracting the work out to Sacramento Building, approx cost \$2,100. Includes labor, materials, delivery and tools.

- 8) Removal of (4) each juniper trees located by the poolside. The patio within the gated pool area nearest the juniper trees has been compromised, (i.e., tree roots have caused the up-heaving of concrete and pose a serious concern to the pool and potential trip hazards). Recommendation by management is to remove existing juniper trees and replace with shrub/trees that have a root system that is less intrusive, secondly, repair/replace concrete at location stated above. **Board Action:** Motion by Acting Director Mr. James Patrick, second by Secretary Mr. Ed Healy, and carried (4-0 Ayes) approving the removal of trees and the planting new shrubbery or trees and perform concrete repairs. Work will be contracted out to Majestic, estimated cost \$1,250, for tree removal and new tree planting. Concrete work will be performed by Sims Concrete, Inc., estimated cost \$1,536.

COMMITTEES REPORTS

- 9) None

MANAGEMENT REPORTS

- 10) Portfolio Manager
- a. HUD approval for carrying charge increase – Mr. Haugstad reported that they were still waiting, possibly by month's-end (August 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.
- 11) Community Director – See attached report
- a. Items seeking board approval
 - i. Removal of 4 each juniper trees
 - ii. Per Secretary Mr. Ed Healy's, requesting management to obtain cost proposals for carpet/vinyl replacement at clubhouse and business office.
 - iii. Majestic's tree pruning schedule for entire complex.

Board Action: Tabled. Board will reschedule for special meeting on all three items.

UNFINISHED BUSINESS

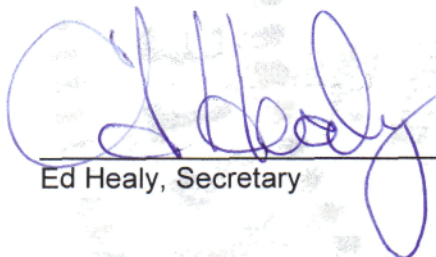
- 12) Status – HUD approval for carrying charge increase – See #10 Management Report above.
- 13) Status – HUD approval for O.A. amendments – See #10 Management Report above.
- 14) Designated smoking area(s) survey results. The board responded to member(s) letter(s) requesting that the board consider installing no smoking signs and/or establish a smoking area. The board distributed a survey seeking membership comments; results were nominal. The board dropped the idea of designated smoking area(s) and decided to place signage on the outside of the two vehicle gates. **Board Action:** Motion by Acting Director Mr. Merritt Miller, second by Acting Director Mr. James Patrick and carried (5-0 Ayes) approving the installation of two signs on the outside vehicle gates, which are to read "Smoking is prohibited within 35 feet of any door or window of any building".
- 15) EG web site. Removed from agenda. Closed
- 16) Hand-rails on staircases – Tabled. Board will reschedule for special meeting and include with other items.

NEW BUSINESS

- 17) Proposed changes to business office hours. The board reviewed the history and reasons as to current hours and decided to change them. **Board Action:** Motion by Secretary Mr. Ed Healy, second by V P Mr. Frank Lenhart and carried (5-0 Ayes) approving the change. Effective immediately, the new business office hours are 8am-5pm Mon thru Friday.

- 18) Amendments to "Rules governing the use of the Swimming Pool". See Closed Session Meeting, June 24, 2009.
- 19) The planting of fruit trees. Tabled. Board will reschedule for special meeting and include with other items.
- 20) Screen/Security Doors. Tabled. Board will reschedule for special meeting and include with other items.
- 21) Photo Cell for underwater pool lighting. V.P. Mr. Frank Lenhart proposed that the existing timer for the underwater lighting be changed out to a photo cell. By doing so, it would eliminate the process of having to change the timer during summer and winter months. Replacing it with a photo cell would ensure that the underwater pool light would automatically start-up when it is dark and shut-off when light. Work would be performed by maintenance at an estimated cost of \$15.00. **Board Action:** Motion by Secretary Mr. Ed Healy, second by Acting Director Mr. Merritt Miller and carried (5-0 Ayes) approving the change of the underwater pool lighting from a timer to photo cell.
- 22) Poolside Shower. V.P. Mr. Frank Lenhart proposed the installation of a poolside shower to accommodate pool patrons. Installation of a poolside shower will help and assist pool patrons a much easier way of showering before entering the pool, (i.e., fewer trips to the inside showers, less water on carpet and flooring, less trips existing and entering of pool gates). **Board Action:** By consensus of the board it was asked that Mr. Lenhart obtain cost(s) and work required for such a project. Mr. Lenhart accepted the task and will provide the information and present at the next regular or special board meeting.

There being no further business, the meeting was adjourned at 8:20 pm.


Ed Healy, Secretary



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 6/24/09

I. COMMUNITY PROJECTS

1. Move In/Move Out process for (3) apartments.
2. Irrigation evaluation to entire property including installation of proper sprinklers needed for sufficient coverage eliminating too much water.
3. Fire extinguisher inspection conducted on 4/3/09.
4. Fire Department conducted inspection on 3/26/09 with zero findings.
5. File retention and document shredding completed.
6. Bags to cover new valve replacements have been ordered through plumbing vendor.
7. Dirt to fill in around new valve replacements and low spots on grounds has been scheduled for delivery by gardening vendor.
8. Section 8 recertification process for (8) residents to meet July through October deadline.
9. Annual inspections completed June 8 – 11, 2009.
10. Fire lane painting to be scheduled.
11. New BBQ grills installed along with safety reminder instructions signs posted.

II. WORK ORDERS REQUIRING SPECIAL ATTENTION

1. Pool furniture cleaning completed on 4/27/09.
2. Balcony and stair cleaning completed 5/26 – 5/29/09.
3. Main valve replacement completed 3/31 – 4/10/09.
4. Work orders discovered during annual inspections totaled (27) consisting of; Tub surrounds, toilet repairs, garbage disposals, range hoods, faucets, exhaust fans, bath and kitchen leaks, electrical fixtures, fan switches and cabinet repairs.

III. PROPOSALS SEEKING BOARD'S APPROVAL

1. Junipers located at pool area causing cement pad to lift up. (Immediate attention)
 - A. Green Tree Service \$1,300.00
 - B. Majestic Landscape \$1,250.00
 - C. July through November tree trimming schedule for preventative maintenance.
2. Advance Flooring- New carpet and vinyl for clubhouse and office. \$3,600.00

MEMBERSHIP COMMENTS 2009 SMOKING SURVEY RESULTS

Questions on Survey

1- Would you favor to have a designated Smoking area?

#2- Would you favor to have the picnic area as the only designated Smoking area?

#3- With a designated Smoking area would you favor a No-Smoking policy for the rest of the grounds? (e.g. carport and driveway areas...etc.)

#4- Would you favor posting signs on buildings at all points of entry to the breezeways which would read "No Smoking within 35 feet of building"?

Membership Comments on Survey

- "A fire puts us all in jeopardy".
- "And quit throwing their butts around".
- "I think it would be okay to allow smoking along driveways and park benches, besides the picnic area – and still be away from the breezeways".
- "Eliminate smoking at EG altogether!"
- "Is this 35 feet from clubhouse back door?"; "Signs at main entrance only"
- "Since it is already a policy to not smoke within 35 feet why not posts a fine of \$5.00 for each infraction".
- "Having the picnic area as a designated smoking area will only have the kids exposed to 2nd hand smoke. This isn't appropriate either".
- "We have too many signs that no one pays attention to".
- "I think 35 feet of tenant buildings are sufficient and I believe that posted signs on each building would be an eyesore and rude to those who smoke".
- "I believe we should work towards No Smoking anywhere".
- "I am a non-smoker but his is getting silly. Smoking should be allowed in the picnic area during events".
- "Where would the designated smoking area be? The picnic area for a designated smoking area would be too close to my window. I have enough problems with guests and people added or living with members who don't follow the 35 feet rule. But if signs seem to be the answer that's the way it goes. I would not want to have my windows shut to accommodate people who can't follow the rules."
- "Leave it as it is."
- "Keep smoking regulations as they are."
- "People ignore signs! Don't waste money". Past smokers put "Butts" in the BBQ grills-food tastes BAD when cooked over cigarette butts!!"
- "Didn't we just do this last year? Why are we doing it again? And why do it at all, when it's already decided, that, "There will be no changes to the current smoking policy?"
- "Number 4 question sounds like an unneeded expense". #2 question – Not when other people wish to use the area."
- "Why not designate the bench areas as the smoking place?"
- "I don't wish to have the picnic area as a designated area. That would ruin the picnic area for the rest of us."
- "Current policy seems reasonable. From a non-smoker of 20+ years."
- "I would like to open my windows and breathe fresh air without smoke drifting in. These drug addicts now break the 35 feet rule. With no conscience they will continue to victimize the rest of us. We must stop enabling them. Smoking areas should have maybe 10 minute time limits so they smoke and leave and not take up residence in sitting across from my windows smoking, reading and drinking for two plus hours per a.m. per day."
- "If the two benches could be used it would solve a lot of problems. That would bother no one from any direction."
- "The picnic area should be available to non-smokers! All guests should be informed by those who live here and service people also."
- "Rather have sign designating smoking area."
- "Smoking should be permitted in street, picnic area, and benches."
- I would not recommend you offer the picnic area as smoking because if people are using the area to smoke residents who do not smoke will have problems with smoke and would not be able to use the picnic area. It limits resident's use of picnic area because of smoke. If you have to have a designated smoking area it should not be a place where members congregate or use for pleasure, e.g. picnic area. Smoking area in corner by back gate it's not close to any residents.

SURVEY RESULTS

(DESIGNATED SMOKING AREA- APRIL 24,2009)

Total Survey Forms Received 44 out of 111 = 40% of Membership Participated

Example of formula used to calculate responses: 26 YES votes divided by 44 total received = 59%

QTY

