

Eastern Gardens Cooperative, Inc.
Board of Directors
2nd Quarter General Membership Meeting
June 28, 2006 Minutes

FILE COPY
ORIGINAL

The closed session was called to order by President Blair McLeod, at 6:30 PM. There were no members from the general membership present. The closed session meeting adjourned at 7:00 PM. (See Closed Session Meeting Minutes 5/28/2006)

The general membership 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 | Margaret Saunders, Treasurer |
| Rick Caughey, Board Director | Vacant, Alternate Board Director |
| Vacant, Alternate Board Director | |
| Gary Haugstad, Sr. Regional Property Mgr. | Theresa Williams, Community Director |

Total number of the General Membership present including officers/board directors was twenty-two (22).

A quorum of 28 members was not established; it was moved by Ed Healy, second by Joan Wood, motion carried to close out the General Membership Meeting due to the lack thereof.

A regular board meeting was called to order at 7:15 p.m. by President Blair McLeod.

It was moved by Rick Caughey, second by Joan Wood, and carried, to approve the minutes with corrections of the May 24, 2006 meeting, and the June 14, 2006 special meeting, as printed.

CORRESPONDENCE

- 1) Letters submitted to the Board see Closed Session Meeting Minutes 5/28/2006.

REPORTS

- 2) OFFICERS/BOARD MEMBERS/ALTERNATES
 - a) The Financial Report was read by Treasurer Margaret Saunders. It was moved by Ed Healy, second by Rick Caughey, motion carried to approve the report as read.
 - b) Update on the filing of Eastern Gardens Cooperative, Inc. with the State of California. Eastern Gardens Cooperative, Inc. is in good standing and all updates in references to officers of the Corporation have been completed. This must be updated every-other-year or when there is a change in officers with the corporation.
- 3) COMMITTEES – None
- 4) SR. REGIONAL PROPERTY MANAGER – Reported on the following:
 - a) New Roof Repairs/Replacement Proposals for Buildings 3005/3007 & 3085/3087 – Awaiting for final proposals from two other roofing contractors, due in next week. Current proposal form D-7 contractor is \$43,000 per building.

- 5) COMMUNITY DIRECTOR – Board’s action based upon Community Director’s report:
- a) It was moved by Ed Healy, second by Rick Caughey, and carried to have the Community Director obtain bids/cost proposals for the replacement of linoleum inside both laundry rooms.
 - b) It was moved by Ed Healy, second by Rick Caughey, and carried to have the issue of “Apartment Cleaning” i.e., member’s responsibility of cleaning the apartment unit upon move-out transferred to Eastern Gardens Cooperative, Inc. at member’s expense; Board to hold discussions at a special meeting, date not yet determined.
 - c) It was moved by Ed Healy, second by Margaret Saunders, and carried to replace both the stove and refrigerator inside the clubhouse.
 - d) It was moved by Joan Wood, second by Ed Healy, and carried to allow the Community Director replace the pool locks and install an additional rail at the bottom of the pool fence in order to comply with Sacramento County write ups. NOTE: Eastern Gardens was given 30 days to comply with discrepancies; this will be treated as an emergency to meet the suspense time frame of the County.
 - e) It was moved by Ed Healy, second by Rick Caughey, and carried to table the window washing of all outside units until Eastern Gardens hires a maintenance technician who can assist in removing the window screens, where needed.

UNFINISHED BUSINESS

- 6) Bench Dedication – Board to purchase and place a name plate on a new bench in recognition of those board members who have past on. It was moved by Joan Wood, second by Ed Healy, and carried to purchase one more bench for placement for the picnic area. For maintenance purposes, bench is to be manufactured of vinyl or plastic.
- 7) Extending Clubhouse Hours – Extend clubhouse hours from 5:00 pm to 10:00 pm M-F & weekends. Motion by Ed Healy, second by Rick Caughey, and carried to table until the July 26, 2006 meeting, allowing board members to review the newly distributed Clubhouse Rules.
- 8) Window Cleaning – Two cost proposals obtained. (See Community Director, “e”)
- 9) Rules & Regulations – Tabled until July 26, 2006 Board of Directors meeting. (Pets, Patios, Appearance).
- 10) Capital Improvement Projects (CIP)
 - a) Roof Proposal – Buildings 3005/3007 & 3085/3087, cost proposals. (See Property Manager’s report)
 - b) Ramp installation south laundry room – Obtaining cost proposals is on-going, no report
 - c) Picnic Area – Board Member Blair McLeod is waiting for price quotes from contractor, no report.

NEW BUSINESS

- 11) 4th of July Picnic Committee – Motion by Ed Healy, second by Rick Caughey, and carried to appoint Mac as the coordinator for the 4th of July picnic.
- 12) Linoleum Replacement – Replacement of linoleum inside both laundry rooms. (See Community Director’s report)

13) CIP (2007)

- a) Landscaping Project Complex Wide. Ed Healy recommended that the board consider preparing, i.e., plans and specifications, on a landscaping project for spring 2007. Scope of Work would include – Replacement or repair of irrigation lines, timers, sprinkler heads and remove or plant new shrubbery, trees and grass...etc.
- b) Carpet Replacement Complex Wide. Ed Healy recommended that the board consider adding into its CIP Replacement Program, Interiors; a carpet replacement program for apartment units which members are still residing in. Current procedures are Eastern Gardens replaces carpet when the member vacates the unit, depending on damage and useful life. Adding the additional replacement program for members who still reside in them would require a series of inspections and current information on file for that unit being considered for replacement. Both recommendations would hinge on budget and financial statement reviews.

GOOD OF THE ORDER

None

REPORT OF CLOSED SESSION

The closed session was called to order by President Blair McLeod, at 6:15 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 | Joan Wood, Vice President |
| Ed Healy, Secretary | Margaret Saunders, Treasurer |
| Rick Caughey, Board Director | Vacant, Alternate Board Director |
| Vacant, Alternate Board Director | |
| Gary Haugstad, Sr. Regional Property Mgr. | |

- 14) In accordance with Eastern Garden's By Laws, Article V, Section 2(a) and Article XI, Section 2(b)2; a special meeting was called to interview candidate(s) from the waiting list for membership. Motion by Ed Healy, second by Joan Wood, and carried to accept Mr. & Mrs. Carver as members to Eastern Gardens Cooperative, Inc.
- 15) Letters to the Board from the General Membership
 - a) Letter(s) #1 – Member's first requests: Requesting board's approval and action to remove overgrown junipers at building 3017 northeast corner and the corner of the south laundry room. Member's second requests: Requesting board's approval and action to plant new shrubbery along side newly refurbished refuse area. **Board's Action:** Consensus and majority vote by the Board was to add both requests to Eastern Gardens Landscape Project, i.e., all shrubbery, trees, irrigation lines, timers and sprinkler heads will be reviewed for outsourcing of project.
 - b) Letter #2 – Member requesting board's approval and action to remove dead shrubbery below main living room window and replace with new. **Board's Action:** Board will forward request onto the Community Director to have Arreola's remove dead shrubbery. As for replacement for new shrubbery this will be added to the Landscape Project.
 - c) Letter #3 – Members requesting board's approval and action to review and possibly reorganize and install additional address identifiers onto the buildings for better recognition by visitors and emergency response personnel. **Board's Action:** Motion by Ed Healy, second by Rick Caughey, motion carried to allow Senior Property Manager; Gary Haugstad to research the problem and look into resolving concerns as to the proper

placement, size, color...etc, of building and apartment numbers on the exterior of the apartment buildings.

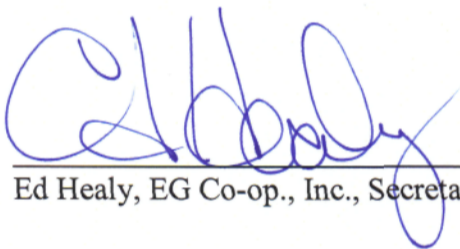
- d) Letter #4 – Member(s) requesting that the board consider adopting a new rule limiting the number of guests that would be allowed to attend potluck dinners which are sponsored by EG members; thus, allowing room for its residing members and new members to attend.

Board's Action: Consensus and majority vote by the Board was to allow the potluck coordinator to have discretion, without prejudice, when coordinating the potluck dinners to limit the number of guests that members would be allowed to invite and when advertising also reminding members that potluck dinners are for the enjoyment of its members. This request will also be submitted as an article in the next issue of the Tattler.

- e) Letter #5 – Member submitted letter with information on the issue of primary residency for the Board's review/consideration. **Board's Action:** The Board wishes to thank the member for their contribution concerning this issue and will take the information under advisement when it readdresses the Primary Residency issue.

- 16) Conference with Sr. Regional Property Manager: Topic – Allow family member of Resident Member be approved for permanent occupancy as a non-member resident and be added to the Members Occupancy Agreement (OA). **Board's Action:** Consensus and by majority vote by the Board was to allow family member to join Member's household and be added to requesting Member's Occupancy Agreement.

There being no further business, the regular meeting of the board of directors was adjourned at 8:30 P.M.



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

Minutes approved as presented by a majority vote of the Board of Directors



7/25/06

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.

Agenda/Minutes of meetings are available for review at Eastern Garden's business office, 3045 Eastern Avenue, Sacramento, CA 95821