

ORIGINAL

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Eastern Gardens Cooperative
Board of Directors
June 30, 2004

Meeting called to order.

Board Members present were: Kathy Slotterback-President, Peter Janacki-VP, Lori Allio Treasure, Margaret Saunders, Secretary, Theresa Williams- Community Director and Jim Collins-PFI Property Manager.

Kathy stated minutes of May 26th meeting were not available.

No other Officer Reports.

Jim Collins gave his report as follows:

Outstanding compliance issues have been resolved and we have received clearance from Sacramento HUD Office regarding GMAC loan application. HUD San Francisco is requesting a new HUD application as well as application fee's totaling \$3,118. 50% refundable at close of escrow. Requires signatures now.

Board members discussed possibilities of recouping part of lost application fees. Will wait till loan is approved before re-addressing these issues. Board to follow closely thru Jim and Ed who will remain as prime contact with Karen Lanzarini with GMAC.

Jim to contact HUD by Wednesday July 7th for approval to transfer the \$13,000 to GMAC once loan approved with commitment to replace monies with loan. Jim also to supply update of Reserve for Replacement Funds, 2003 Audit and current financial statement.

Plans were made to discuss plan B at next meeting if HUD doesn't agree.

Community Director's report:

4 Move-outs between 6/30 and 7/18 with all move-ins to be completed by 7/23. Effected Units include 18, 82, 84 and 90.

Expenses:

North units: One hot water heater unit required pump and motor while other hot water heater required pump only-\$4,392.

Air Conditioners maintenance - \$356.

Ikon Maintenance contract on copier \$601.

59 work orders, ongoing clean-up of parking stalls, breezeways, clearing buildings of cobwebs, cleaning lights etc.

Update and reprogram of entry roster at Eastern entrance.

Discussed the cleaning outside windows, determined to be member's responsibility. Therese has name to product to clean windows for parties interested.

Requested approval to replace flowers around office area at a cost of \$420 to be done by gardeners. Board/Jim recommended Ramon/Theresa goes to Home Depot and get flowers and plant them for a sizable savings.

Theresa brought up several topics that she will be putting in the tattler newsletter or a separate flyer regarding noise, consideration for fellow members, members taking responsibility for cleaning up after themselves and abiding by the no pets rules. For those who have medical exceptions on file in the office the leash law applies at all times.

Also mentioned was being aware of unacceptable actions.

Theresa also provided information on the type of carpeting we now use as well as the pad, warranty information and current costs.

The Board needs to look into various types of carpeting, grades, warranties and life expectancy to set standards.

Theresa to check with Redding Gardens as to their standards specifications as well as costs.

Next Board Meeting will be June 30, 2004.

Meeting Adjourned

Respectfully submitted by Kathy Slotterback for Margaret Saunders-Secretary