

**Eastern Gardens Cooperative, Inc.  
Regular Meeting of the Board of Directors  
September 28, 2011 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.*

**EXECUTIVE SESSION**

5:30 p.m. The Executive Session of the Board was closed to the general membership which involved privileged information or matters of a private nature, (e.g. Legal & Personal issues, Contract Formation, Disciplinary Hearings). **Civic Code §1363.05(b)**

1. The Board interviewed candidate(s) that are to be considered for membership. **Board Action:** Motion by Mr. Ed Healy, Secretary, second by Mr. Chris Manning, Board Member, and carried 5 yeas' – 0 nays' to accept Ms. Evangelina Rivas as Eastern Garden's newest member.
2. Discussions by the Board on carry-overs for 2012. **Board Action:** Nominations to have Kathy Slotterback and Chris Manning carry-over; nominations accepted by both board members. Motion by Secretary Ed Healy, second by Alternate Board Member Diane McKee and carried 5 yeas – 0 nays to have Ms. Kathy Slotterback and Mr. Chris Manning carry-over for the 2012 Board of Directors.
3. Board discussed/reviewed letter(s) from members/management that are matters of a private nature.

There being no further business, the executive meeting was adjourned at 6:50 PM.

The Board of Director's regular meeting was called to order at 7:05 p.m. by President Mr. James Patrick. Roll call showed the following officers, board directors, and management personnel present:

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

Kathy Slotterback, V.P./Board Director  
Chris Manning, Board Director  
  
Theresa Williams, Community Director, FPI

Absent: Donna Schmelz, Treasurer/Board Director

Members in attendance: Twenty (20), not including the Board

Reading of the minutes: Motion by Mr. Ed Healy, Secretary, second by Ms. Kathy Slotterback, V.P. and carried, 5 yeas – 0 nays, to accept the regular meeting minutes of June 22, 2011, executive meeting minutes 7/14/2011, 7/25/2011, 8/24/2011, 8/30/2011, and 9/14/2011.

**REPORT OF OFFICERS**

- 1) Treasurer – Mrs. Schmelz though not present submitted her report to alternate board member Ms. Diane McKee who then submitted it to the entire board. Summary of report, our current financial status is excellent, i.e., all payment for invoices is 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 Eastern Gardens Cooperative, Incorporation papers were renewed with the California Secretary of State for the next two years; as required by the state of CA.
- 3) Vice President – No report
- 4) President – No report

**CONSENT MATTERS**

- 5) Repair/replace EG main entrance sign on Eastern Ave. Upon reviewing price quotes obtained by management the following action was taken by the board. **Board Action:** Motion by Secretary Mr. Ed Healy, second by Board Director Mr. Chris Manning and carried 5 yeas – 0 nays approving to repair/replace and paint new sign structure.

**COMMITTEES REPORTS**

- 6) Social Committee Chairperson, Ms. Joan Wood reminded those present, not to forget about EG's upcoming 40<sup>th</sup> year celebration.

**MANAGEMENT REPORTS**

- 7) Portfolio Manager  
a. Mr. Haugstad reminded those present of the upcoming REAC inspection in October, also of the \$5-6 dollar carry charge increase scheduled for January of 2012.  
8) Community Director – See attached report

**UNFINISHED BUSINESS**

- 9) Amendment approval by HUD (Status). Still awaiting for HUD's response

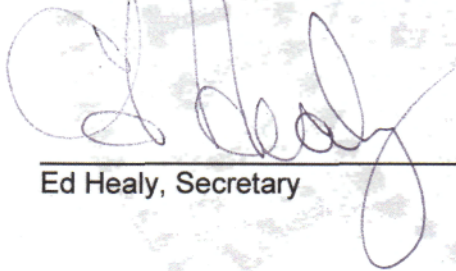
**NEW BUSINESS**

- 10) None


**MEMBERSHIP Q&A/COMMENTS**

The Board opened the floor for questions and comments.

There being no further business, the regular meeting was adjourned at 7:40 PM.

  
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Ed Healy, Secretary

MINUTES APPROVED AS PRESENTED BY A  
MAJORITY VOTE OF THE BOARD OF DIRECTORS

 12-13-2011  
~~9-28-2011~~  
SIGNATURE DATE

*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. Executive Sessions of the Board of Directors shall be in accordance with Civil Code §1363.05(b)(h) & Corp. Code §8320(b)*

*Copies of the Agenda/Minutes of regular meetings of the Board of Directors are available at Eastern Garden's business office, 3045 Eastern Avenue, Sacramento, CA 95821*



## **COMMUNITY DIRECTOR'S REPORT BOARD MEETING 9/28/2011**

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### **I. COMMUNITY PROJECTS**

1. M/O – M/I process for (1) apartment and (1) transfer of Membership.
2. REAC inspection to be conducted on 10/4/2011. Notice of details will be sent out to membership.
3. Cement grinding, raised concrete repairs, handicamp ramp has been completed for preventative safety compliance.
4. Applicant interview and administrative process for M/I's and M/O's.
5. Annual recertification process for Section 8 residents.
6. Pool inspection conducted by the County passed on 7/19/2011 with zero discrepancies.
7. Annual tree preventive maintenance including shrub replacement and irrigation renovations where needed will be ongoing in alignment with the budget.
8. Contract has been signed for new washers and dryers. Estimated time for replacement is within the next (2) months.

### **II. WORK ORDERS REQUIRING SPECIAL ATTENTION**

1. Total work orders performed between the time frame of 6/22/2011 and 9/23/2011 were (74).
2. Apartment renovations for (1) apartments.
3. Pool fence post and cap replacement.
4. Replacement of floodlight fixtures and carport tube sockets throughout property.
5. Cleaning of breezeways, balconies and carports by outside vendor.
6. Pool heat to be turned off along with cleaning and storage of pool furniture weather permitting during the month of October.
7. SMUD installation of meters for their in house reading is in process of being completed.
8. Preparation and property readiness by maintenance and management for the REAC inspection.