

**Eastern Gardens Cooperative, Inc.
Annual General Meeting of the Membership
December 11, 2012 Meeting Minutes**

I. CALL TO ORDER

- A. The regular meeting of the board of director's was called to order at 7:00 p.m. by President, Ms. Kathy Slotterback.

II. ROLL CALL

- A. Board members/management/membership present:
Kathy Slotterback, President/Director Diane McKee, V.P./Director
Chris Manning, Treasurer/Director Ed Healy, Secretary/Director
Shirley Brown, Director Lynette Haley, Alternate Director
- B. Management present: Gary Haugstad, FPI Portfolio Mgr. & Theresa Williams, FPI CM
- C. Total number of members in attendance: Twenty-six (26)

III. APPROVAL OF MINUTES

- A. **Board Action and votes taken:** The 12.6.2012 executive meeting minutes were approved at the 6pm executive meeting of the Board of Directors on 12.11.2012.

IV. EXECUTIVE SESSION DISCLOSURE

- A. Executive Session convened on 10.11.2012 – (i) Interviews, (ii) 2012 Roll-overs
B. Executive Session convened on 10.22.2012 - (i) Clubhouse ramp bids, (ii) Members letters
C. Executive Session convened on 11.1.2012 – Letters from membership
D. Executive Session convened on 12.6.2012 – (i) Interview, (ii) PA system, (iii) Members letters

V. REPORT OF OFFICERS

- A. Treasurer – No report
B. Secretary – No report
C. Vice President – No report
D. President – No report

VI. REPORT OF COMMITTEES

- A. Social Committee – Reminder of the Holiday Celebration Potluck on Saturday 12.15.2012

VII. INSPECTORS OF ELECTION

- A. Mrs. Kathy Kent, Committee Chairperson: The Election Committee was dismissed at 7:05pm to count the ballots.

VIII. REPORT OF MANAGEMENT

- A. Portfolio Manager – Mr. Haugstad reported on the clubhouse ramp; remaining items to be completed are, (i) handrails, and (ii) landscaping, estimated completion weather permitting is 12.31.2012.
B. EG Manager/Community Director – (See report)

IX. UNFINISHED BUSINESS

- A. P.A. system or a facsimile thereof: This issue was resolved at the 12.6.2012 executive meeting when Secretary Mr. Ed Healy suggested in order to save money we use EG's existing karaoke system as P.A. system during regular board meetings.
1. **Board action and votes taken:** By consensus of the Board it was unanimously accepted by the board to use EG's existing karaoke system.

X. NEW BUSINESS

A. Increase the petty cash from \$300 to \$400. Do to the rise in cost of goods and materials when purchasing miscellaneous items, for example, (i) apartment turn-over's, (ii) social potlucks...etc. management has requested to increase the petty by \$100.

1. **Board action and votes taken:** Motion by President Ms. Kathy Slotterback to approve managements request by increasing the monthly allotment of petty cash from \$300 to \$400, second by V.P. Mrs. Diane McKee and carried (5 Ayes – 0 Nays) approving the motion.

BREAK

At 7:20pm a recess was called by President Ms. Kathy Slotterback allowing time for the elections committee to tabulate the ballots.

At 8:05pm the meeting was reconvened by President Ms. Kathy Slotterback to obtain the election results from the Elections Committee as reported by Committee Chairperson Ms. Kathy Kent, they are as follows:

- Mr. Jerry Ontiveros – 44 votes/ 2013 Board Director
- Ms. Shirley Brown – 39 votes/2013 Board Director
- Ms. Kathy Slotterback - 37 votes/2013 Board Director
- Ms. Janice Hoberg - 36 votes/2013 Board Director
- Ms. Lynette Haley - 31 votes/2013 Alternate Board Director
- Ms. Linda Manning - 26 votes/2013 Alternate Board Director
- Ms. Jetta Ostrofsky - 19 votes

Director(s) who carried-over from the 2012 board and will be a part of the 2013 board are:

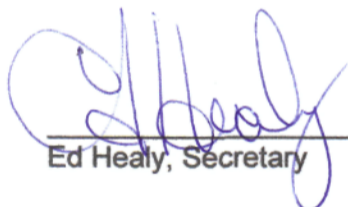
- Mr. Ed Healy, 2013 Board Director

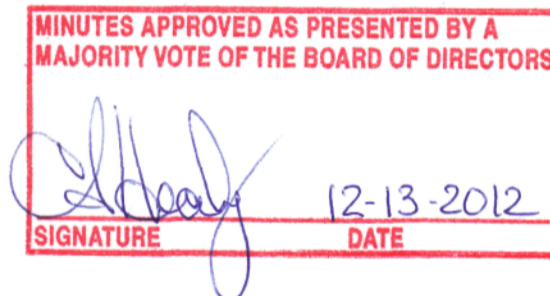
B. The new Board is required to meet within 10 days after elections, (i.e. NLT 12.21.2012)

1. **Board action and votes taken:** By consensus of the newly elected 2013 Board of Directors, the organizational meeting was scheduled for 12.13.2012 @6pm

XI. ADJOURNMENT

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


Ed Healy, Secretary


MINUTES APPROVED AS PRESENTED BY A
MAJORITY VOTE OF THE BOARD OF DIRECTORS
12-13-2012
SIGNATURE DATE

The meeting was held at Eastern Garden's Clubhouse, 3045 Eastern Avenue, Sacramento, CA 95821. Regular meetings 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 §1353(b)(h) & Corp. Code §8320(b)

COMMUNITY DIRECTOR'S REPORT BOARD MEETING 12/11/2012

I. COMMUNITY PROJECTS

1. M/O – M/I process for (5) apartment and (2) transfer of Membership effective November/December have been completed. (1) 30 day notice to vacate has been submitted this month effective January 1, 2013.
2. Applicant interview and administrative process for M/I's and M/O's.
3. Annual recertification process for Section 8 residents.
4. Pool preparation for winter weather has been completed shutting off heat and removing pool furniture leaving pool usage open throughout the year.
5. Annual tree preventive maintenance including shrub replacement and irrigation renovations where needed will be ongoing in alignment with the budget.
6. Clubhouse ramp has been completed accept for handrails to be installed the end of next week, December 17, 2012.
7. Management online training required for this year has been completed.
8. Increase in Section 8 members rent only, effective 2/1/2013 due to utility allowance decrease.

II. WORK ORDERS REQUIRING SPECIAL ATTENTION

1. Total work orders performed between the time frame of 9/27/12 and 12/7/2012 were (60).
2. Apartment renovations for (7) apartments.
3. Irrigation repairs needed in picnic area due to irrigation leak causing a sink hole.
4. Over the last weekend the men and women's clubhouse restroom toilets were both stopped up with enormous amounts of toilet paper causing the main clean out to be snaked by an outside plumber costing the Corporation \$200.00