

Eastern Gardens Cooperative, Inc.
Regular Meeting of the Board of Directors
March 28, 2013 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. Janice Hoberg.

II. ROLL CALL

- A. Board members present/absent:
- | | |
|--------------------------------------|---------------------------------------|
| Janice Hoberg, President/Director | Jerry Ontiveros, V.P./Director |
| Ed Healy, Secretary/Director | Kathy Slotterback, Treasurer/Director |
| Shirley Brown, Board Member/Director | Lynette Haley, Alternate Director |
| Linda Manning, Alternate Director | |
- B. Management present: Gary Haugstad, FPI Portfolio Mgr. & Theresa Williams, FPI CD
C. Total number of members in attendance: Eighteen (18)

III. APPROVAL OF MINUTES

- A. **Board Action and votes taken:**
1. Meeting minutes to executive meetings of 3.7.2013 and 3.11.2013 by the Board of Directors was reviewed/approved at the 6pm executive meeting on 3.28.2013.

IV. EXECUTIVE SESSION DISCLOSURE

- A. Executive Session convened on 3.28.2013 to review letters from members/management that were sensitive and matters of a private nature.
1. **Board Action and votes taken:**
 - a) The Board will draft and send out response letters to those members who submitted letters for the Boards review/discussion.

V. REPORT OF OFFICERS

- A. Treasurer – Ms. Kathy Slotterback reported that current financial status is excellent, i.e., all payment for invoices 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 or go to, (www.easterngardenscoop.org) "Membership Section".
- B. Secretary – Mr. Ed Healy reported that EG's Statement of Information (SOI) which is to be filed on or before November, every odd number of year with the California Secretary of State's office, (e.g. 2013, 2015...etc.). We can file every year to show the changing of the officers at a cost of \$1.00 but it's a must to ensure that we file on the odd years. Approximate cost is \$20.00. The purpose of filing continues to ensure that EG is listed with (i) the State of California as an incorporated business entitling us to the many business benefits as a cooperative corporation and as a not-for-profit company, specifically, when filing our taxes, and (ii) it also entitles us to the name usage of "Eastern Gardens Cooperative, Inc." which ensures that it's not used anywhere else in the State.
- C. Vice President – No report
- D. President – Ms. Janice Hoberg welcomed all current and new members in attendance.

VI. REPORT OF COMMITTEES

- A. Welcome Committee Chairperson, Ms. Joan Ontiveros #37 reported that she would be sending out information to all new members welcoming them to Eastern Gardens.
- B. Social Committee Members, Ms. Gladys Glatt #108 and Ms. Vera Roff #27 reported that the next social event is currently scheduled for the month of May.
- C. Activities Coordinator, Ms. Jetta Ostrofsky #67 reported that there will be a "Game Day" on Sunday, April 14th and possibly another "Improv" night on Saturday, April 20th and the entire membership is invited. Notices will be disseminated prior to each event.

VII. REPORT OF MANAGEMENT

- A. FPI Portfolio Manager – Mr. Haugstad reported the following:
 - 1. A reminder that during the months of either June or July of this year, EG will be conducting asphalt repairs to the driveways. Notices will be disseminated prior to the start of any work.
 - 2. Another reminder that HUD has scheduled REAC inspections for EG sometime during the month of October of this year. FYI - Real Estate Assessment Center. Who are they? REAC is another contracted division within HUD that handles on-site physical inspections for all HUD-affiliated properties, which includes Eastern Gardens.
 - 3. Local agencies, such as water and sewer, will potentially raise their rates sometime this year and will impact EG's water and sewer bills, hopefully only a slight margin of increase.
- B. EG Manager/Community Director – (See report)

VIII. UNFINISHED BUSINESS

- A. Page addition to EG's website, "Community Resources"
 - 1. **Board action and votes taken:** Motion by Secretary Mr. Ed Healy to allow the entire membership view the new page and see what feedback/comments we receive, second by V.P. Mr. Jerry Ontiveros and carried (5 Ayes - 0 Nays) approving the motion.
- B. "Feedback Survey Questionnaire" for dissemination to the membership. V.P. Mr. Jerry Ontiveros briefly explained the purpose and reason for the questionnaire to those members present, (e.g. to provide the membership with an opportunity to express their views/opinions).
 - 1. **Board action and votes taken:** Motion by Director Ms. Shirley Brown to accept the questionnaire for membership dissemination beginning around the 1st of May, second by Treasurer Ms. Kathy Slotterback and carried (5 Ayes - 0 Nays) approving the motion.
- C. Asphalt/slurry repairs to driveways.
 - 1. Mr. Gary Haugstad reported that it's been several years since the last time EG has conducted repairs to the driveways/carport areas. Estimated costs for repairs this year are \$15,000 to \$20,000 and estimated start date is either June or July.
- D. 2012 Carry-over items, (i) Patio walkway, and (ii) EG Appliance purchase policy.
 - 1. **Board action and votes taken:**
 - a) V.P. Mr. Jerry Ontiveros briefly spoke on item (i) Patios & Walkways, that is, EG is considering to have a clean-up day of these particular areas in an effort to ensure that our community has a clean and safe environment.
 - b) Secretary Mr. Ed Healy and Treasurer Ms. Kathy Slotterback briefly spoke on (ii) Appliance purchase policy, that is, a few members have chosen to purchase their own refrigerators, which past boards have dealt with on a case-by-case basis. Recent problems occurred when EG and the member purchased them together, that is, a fifty-fifty split, and the refrigerator being an upgrade when repairs were needed those costs for repairs were far more expensive than expected, for example, \$300 to \$400 which the member was expecting EG to cover that expense. Therefore, it will require the 2013 Board of Directors to develop a policy guide to ensure that EG and the membership is not paying for other members upgraded refrigerator repairs.

IX. NEW BUSINESS

- A. Notification System (instant messaging to membership either by phone, email or text)
 - 1. Secretary, Mr. Healy explained the purpose and reason. The notification system is a voice broadcast either by telephone, email or text which allows instant messages to be given to the entire membership at once for any emergency or for just a simple announcement. Information of three businesses who provide this service were distributed to the Board for their review and discussion.

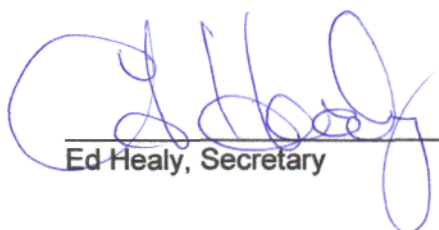
a) **Board action and votes taken:** After commenting on the reasons and purpose, Secretary Mr. Ed Healy requested that before the Board makes a ruling, we table this subject until the Board's next regular meeting, currently scheduled for June 27, 2013. Consensus of the Board, all were in agreement.

X. OPEN FORUM

- A. President, Ms. Hoberg opened the floor for a question and answer period.
 - 1. During open forum Mr. Haugstad reported the following:
 - a) For the fourth straight year Mr. Haugstad presented to EG's Community Manager/Director Ms. Theresa Williams FPI's Safety Award. Mr. Haugstad reported that out of the 400+ properties that FPI manages, no other Community Manager/Director has received such an award for four continuous years running.


XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:31pm. Next regular mtg. 6.27.2013



Ed Healy, Secretary

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

 6-27-2013
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 §1352(b)(h) & Corp. Code §9220(b)