

Eastern Gardens Cooperative, Inc.
Regular Meeting of the Board of Directors
June 27, 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:
- | | |
|-----------------------------------|--------------------------------------|
| Janice Hoberg, President/Director | Jerry Ontiveros, V.P./Director |
| Ed Healy, Secretary/Director | Shirley Brown, Board Member/Director |
| Lynette Haley, Alternate Director | |

Absent:

- Kathy Slotterback, Treasurer
Linda Manning, Alternate

- B. Management present: Gary Haugstad, FPI Portfolio Mgr. & Theresa Williams, FPI, CD

- C. Total number of members in attendance: Eighteen (19)

III. APPROVAL OF MINUTES

A. Board Action and votes taken:

1. Motion by Secretary Ed Healy to accept the meeting minutes to regular/executive meetings of 3.28.2013, second by V.P. Jerry Ontiveros and carried (5 Ayes - 0 Nays). Motion by Secretary Ed Healy to accept executive meeting minutes of 5.6.2013, second by V.P. Jerry Ontiveros and carried (5 Ayes - 0 Nays).

IV. EXECUTIVE SESSION DISCLOSURE

- A. Executive Session convened on 6.27.2013 for i) interviews, ii) selection of paving contractor, iii) to review letters from members/management that were sensitive and matters of a private nature.

1. Summary:

- a) Candidates were interviewed and accepted.
b) Paving contractor Sierra National Asphalt was selected to conduct asphalt repairs.
c) The Board will draft and send out response letters to those members who submitted letters for the Boards review/action.

V. REPORT OF OFFICERS

- A. Treasurer – Absent.
B. Secretary – No report for secretary business. However, in the absence of the Treasurer, Mr. Ed Healy reported that our current financial status is excellent, i.e., all payment for invoices are current with a surplus in the checking account. Copies of the monthly financials are made available to members at their request and can be obtained at the business office.
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 all new members were contacted and welcomed aboard.
B. Social Committee Member, Mrs. Stofanik reported that the next social event is the July 4th BBQ picnic.

VII. REPORT OF MANAGEMENT

A. FPI Portfolio Manager – Mr. Haugstad reported the following:

1. A contractor has been selected by the board to conduct asphalt repairs. Schedules will be disseminated to the general membership prior the repairs, which are tentatively scheduled for the month of August.
2. A 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. It is very important that EG obtain a high passing grade, that is, at least a 90 or better. If not, EG will be inspected every year thereafter until we do get a high passing grade. The membership is encouraged to cooperate and support Eastern Gardens and management.

B. EG Manager/Community Director – (See report) In addition to our Community Manager's report, the board was asked by management for their support and cooperation in regards to members who have planted shrubbery/flowers in the ground that are exceptionally close to the buildings, that is, inside the breezeways and amongst other shrubbery in the flower beds. Members who have planted flowers and other shrubbery have done so without management or board approval and the flowers/shrubbery have overgrown the area in which they were planted and are now causing potential dry rot issues, this includes, ground cover that grows between the outside and inside walls of the building causing another problem such as mildew/mold. In an effort to remove these potentially costly risks and health hazards, management, knowing that this is a sensitive issue with a few members, is asking the board's permission to have the shrubbery/flowers removed. Pictures of these areas were disseminated to the board and those members in the audience.

1. **Board action and votes taken:** Motion by President Janice Hoberg, approving management's request, second by V.P. Jerry Ontiveros and carried (4 Ayes - 1 Nay), motion approved removing those plants/flowers/shrubbery/ground cover that have been planted by members which potentially are/will cause dry rot and health issues.

VIII. UNFINISHED BUSINESS

A. The Board reviewed/discussed the issue of purchasing the services of a "Notification System", (i.e. instant messaging to the membership either by phone, email or text). President Janice Hoberg opened the floor for feedback and survey on the subject to those members present.

1. **Board action and votes taken:** Motion by Alternate Lynette Haley to table this until after the Budget meeting held on August 22, 2013, second by President Janice Hoberg and carried (5 Ayes - 0 Nays) approving the motion.

B. "Feedback Survey Questionnaire" Where to go from here?

1. **Board action and votes taken:** V.P. Jerry Ontiveros addressed the membership explaining the purpose and reason and importance for the questionnaire, (e.g. to provide the membership with an opportunity to express their views/opinions and helping provide direction for management and the board on certain issues).

IX. NEW BUSINESS

A. Replacement of plastic pool chairs. The Board reviewed and discussed the purpose and reasons for replacement of these chairs.

1. **Board action and votes taken:** Secretary Ed Healy being tasked by President Janice Hoberg to help find a better quality (safe) and affordable chairs for the pool. Reported that one dark brown plastic Adirondack chair was purchased and placed out by the pool side, allowing the membership to try the chair out, that is, for safety, comfort, design and functionality. President Janice Hoberg opened the floor for comments from those members who had tried the chair.

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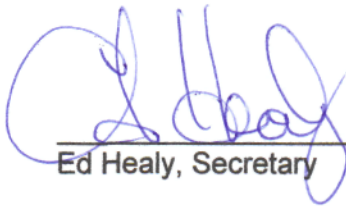
Comments were: (i) *the chair sets to low to the ground making it very difficult to get out of it, (ii) you are not able to pull the chair up to the tables because it sets too low to the ground, (iii) weight wise the chairs legs spread out when leaning back in it.* After hearing the comments from members, President Janice Hoberg stated that since this type of chair doesn't meet our needs we will continue to keep looking and researching.

X. OPEN FORUM


A. President, Ms. Hoberg opened the floor for a question and answer period.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:10pm. Next Board of Directors regular mtg. 9.26.2013



Ed Healy, Secretary

MINUTES APPROVED AS PRESENTED BY A MAJORITY VOTE OF THE BOARD OF DIRECTORS	
	July 18, 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 §1353(b)(h) & Corp. Code §8320(b)

COMMUNITY DIRECTOR'S REPORT

BOARD MEETING June 27, 2013

I. COMMUNITY PROJECTS

1. M/O – M/I process for (6) apartments effective June, July & August 2013.
2. Applicant interview and administrative process for M/I's and M/O's.
3. Annual inspections conducted by Eastern Gardens management team have now been completed resulting with findings in 90% good conditions. Discrepancies found consisted of; two units were found with faulty smoke detectors, three units with bad faucets, one unit with leaking wax ring, two tub cartridges and minor repairs needed to kitchen drawers, range hood and dining room fan switches, jammed garbage disposals, slow drains in bathroom sink.
4. Removal and replacement of dead shrubs, trees, irrigation repairs, and ground sink hole dirt fill as needed within budget guidelines.
5. Mandatory online management training on a monthly basis.
6. Management preparation for the upcoming REAC inspections in October 2013.

II. WORK ORDERS REQUIRING SPECIAL ATTENTION

1. Replacement of mini blinds to all windows in clubhouse.
2. Replacement of electrical wiring on Southside to carports and lamp posts connecting to main circuit breaker box.
3. Pool heater replacement.
4. Caution painting to all ramps and walkways as needed for trip hazard prevention.

III. FOR BOARD REVIEW AND APPROVAL

1. Asphalt Bids have been received from (3) vendors and are ready for the Board's decision and approval to go forward to start work. Copies of bids have been submitted to Board Members.
2. Management has found Members breezeways have shrubbery against buildings that are causing a potential dry rot issue allowing for water intrusion and mildew to penetrate inside the wood structure outside the buildings. Because this is a sensitive issue with some members I am asking that the Board support management in having these areas cleared away from the buildings. Pictures will be supplied to show examples of areas found to be in jeopardy.