



# Eastern Gardens Co-op

3045 Eastern Avenue \* Sacramento, CA 95821 \* (916) 489-1604 \* Fax (916) 489-1627

www.easterngardenscoop.org

Business Hours: Monday-Friday: 10:00 a.m. to 5:00 p.m.

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TO: MEMBERS/SHAREHOLDERS OF EASTERN GARDENS COOPERATIVE, INC.  
RE: 2015 BOARD: INFORMATION ON THE UPCOMING ELECTION PROCESS  
DATE: October 24, 2014

**BOARD CANDIDATE RESUME FORM:** For member(s) who would like to apply for an elected position to serve on the 2015 Eastern Gardens Board of Directors, please fill out the attached Board Candidate Resume Form and return it to Eastern Gardens business office during regular business hours (*see above*). Submit your Board Candidate Resume Form prior to, but no later than, Friday, November 7, 2014 @ 5:00 p.m. Please provide a brief summary outlining your interest to serve on the Board. Note: If the office is closed, please drop your sealed envelope with resume in the mail drop slot that is left of office door.

**THURSDAY, NOVEMBER 13, 2014 @7:00 p.m. @ CLUBHOUSE:** "Meet the Candidates" A time of Question & Answer session will be held? The Q&A will provide the opportunity for the general membership to hear from and ask questions of those candidates running for the 2015 Board of Directors.

**ABSENTEE BALLOTS:** Actual voting will be held prior to the Annual General Meeting on Tuesday, December 9, 2014 from 6:00-7:00p.m. in the Clubhouse. (See schedule) For those members who cannot attend this meeting and want to vote, please request an Absentee Ballot from the Election Committee Chairperson, Ms. Janet Lumberg #42. When returning your Absentee Ballot place your ballot into a privacy envelope and seal it and, **on the outside** write ABSENTEE BALLOT, your name and address, then place into a second privacy envelope and again, on the outside write only the words, ABSENTEE BALLOT. If mailed, place absentee ballot envelope in a larger one and mail directly to the above-listed address. Absentee ballots must be received prior to, but no later than, 24 hours before balloting, per Eastern Gardens Bylaws, Article IV, Section 7. Note: If the office is closed, please drop your sealed envelope with absentee ballot in the mail drop slot that is left of office door.

**TUESDAY, DECEMBER 9, 2014 @ 6:00-7:00 p.m. @ Clubhouse:** Prior to the start of the Annual General Meeting (AGM) ballots will be accepted from, 6:00-7:00 p.m. Please check in with Election Chairperson, Ms. Lumberg, and her committee of volunteers to sign the membership roster and then place your ballot into the ballot box. Voting will close at 7:00 p.m. sharp. The AGM will commence in the Clubhouse . After votes are tallied by the Elections Committee, the newly-elected board members will be announced at this meeting.

**NOTE:** When casting your vote, please remember that in accordance with Eastern Gardens voting procedures as per its governing documents, Eastern Gardens does not recognize nor has it adopted the following voting policies listed below:

- No Write-in Candidates
- No Cumulative Voting (Collective)
- No Proxy Voting (Substitute Voting)

**QUESTIONS: Please contact the Election Committee Chairperson, Ms. Janet Lumberg #42 @ 833-8389**

(over)

**CANDIDATE REQUIREMENTS:** In accordance with Eastern Gardens Bylaws, Article IV, Section 7. "No member shall be eligible to vote or to be elected to the Board of Directors who is shown on the books or management account of the Corporation to be more than 30 days delinquent in payments due the Corporation under his or her Occupancy Agreement".

**BOARD OF DIRECTORS DUTIES AND RESPONSIBILITIES:**

In accordance with Eastern Gardens Bylaws, Article IV, Section 2.

The Board of Directors shall oversee the business and administration of the Corporation. Its powers and duties shall include but not limited to the following:

- a) To accept or reject all applications for membership and admission to occupancy of a dwelling unit in the cooperative housing project, either directly or through an authorized representative;
- b) Subject to the approval of HUD Administration, to establish monthly carrying charges as provided for in the Occupancy Agreement, based on an operating budget formally adopted by such Board;
- c) Subject to the approval of HUD Administration and with majority vote of the membership to engage an agent or employees for the management of the project under such terms as the Board may determine;
- d) To authorize in their discretion patronage refunds from residual receipts when and as reflected in the annual report;
- e) To terminate membership and occupancy rights for cause;
- f) To promulgate such rules and regulations pertaining to the use and occupancy of the premises as may be deemed proper and which are consistent with the By-Laws and the Certificate of Incorporation and Regulatory Agreement.

Eastern Gardens Bylaws, Article XI, Section 3.

- a) To promulgate such rules and regulations pertaining to the use and operation of the community facilities which are consistent with the By-Laws and the Certificate of Incorporation;
- b) To establish the annual dues, assessments and charges for the operation and maintenance of the community facilities and any other property, real or personal, owned by the Corporation.

In addition to the bylaws, every board member is expected to sign and comply with Eastern Gardens Board of Directors Code of Ethics, Membership Handbook, page 57, adopted May 24, 2006.

**Voting Schedule**

SUN	MON	TUE	WED	THUR	FRI	SAT
					<b>DEC 5 3-5pm</b>	
<b>DEC 7 4-6pm</b>	<b>DEC 8 5-7pm</b>	<b>DEC 9 6-7pm 7pm AGM</b>				

Sincerely,  
Janet Lumberg  
Elections Committee Chairperson  
Eastern Gardens Cooperative, Inc.

Attached:  
Board Candidate Resume Form

**EASTEN GARDENS COOPERATIVE, INC.  
BOARD CANDIDATE RESUME FORM**

Submit on or before Thursday, November 7, 2014

I \_\_\_\_\_, submit my name to run for  
*(Print Name)*  
Eastern Gardens 2015 Board of Director's position. Below is a brief  
summary of why I would like to run for the Board:

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Thank you,

\_\_\_\_\_  
*(Member's Signature)*

\_\_\_\_\_  
*(Apt. #)*

\_\_\_\_\_  
*Date*

**MEET THE CANDIDATES  
ON THURSDAY, NOVEMBER 13, 2014 AT 7PM  
IN THE CLUBHOUSE**