

**SANDBURG VILLAGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 22, 2015**

HOA's Alcott House Hospitality Room, 1460 North Sandburg Terrace, Chicago, Illinois 60610

Present: Mary Murtaugh – Association 1  
Mario Rizzo – Association 1  
John S. Santoro – Association 1 (arrived 6:55 p.m.)  
Robert Connor – Association 2  
David Gilbert – Association 2  
Mary Beth Wheeler – Association 2  
Tom Tiegler – Association 3  
Sean Murnane – Eliot  
Gabrielle Thronndson – Eliot  
Leslie Deitch – Faulkner  
John Berchem – Lowell  
David Beck – Association 7  
Barbara Fiacchino – Association 7  
Marcie Johnson – Association 7

Also present were Steve Habib, HOA Property Manager, Teresa Gallen, Assistant Property Manager, and William O'Leary, Site Supervisor, of DK Condo, A Draper and Kramer Company; Paul Gaudette of Wiss Janney Elstner Associates, Inc; Bernard Jacobs of Jacobs/Ryan Associates Landscape Architects; and Brian Newell of Kirwan Mechanical Service, Inc. Barbara A. Roberts acted as Recording Secretary.

**CALL TO ORDER**

Mr. Connor declared that a quorum was present and called the meeting to order at 6:30 p.m. There were no changes to the agenda.

**UNIT OWNER COMMENTS**

A unit owner conveyed a Kilmer House unit owner's remarks about cigarette smoke from the area outside the North Pool infiltrating her unit, and about the difficulty of opening the door to the North Pool. Two cabana renters presented photos of water entering their cabana; discussion ensued. Ms. Fiacchino conveyed comments from unit owners about children misbehaving at the pools and the duty of lifeguards to control their behavior; the need for a trash can in front of James House; ways to contact HOA Board members, for which it was suggested that Board members can be contacted through Mr. Habib or through the appropriate Association property manager; placing umbrellas near the chaise lounges on the pool decks; and the unsightly appearance of the South Pool deck from trash, children's bathing suits, toys and strollers, etc. Mr. Habib stated that he will instruct the pool desk staff to talk to parents about this.

Mr. Connor introduced Mr. O'Leary, Mr. Murnane and Mr. Gilbert.

### **APPROVAL OF MINUTES**

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meeting held on April 29, 2015. There being none, ***Ms. Murtaugh moved that the minutes of the regular Board of Directors meeting held on April 29, 2015, be approved as presented. Mr. Beck seconded the motion, and it passed unanimously.***

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meeting held on May 20, 2015. There being none, ***Ms. Murtaugh moved that the minutes of the regular Board of Directors meeting held on May 20, 2015, be approved as presented. Ms. Fiacchino seconded the motion, and it passed, with Mr. Murnane and Ms. Thronson abstaining.***

### **PRESIDENT'S REPORT**

Mr. Connor reported on the following:

- The next HOA Board meeting date will be Thursday, September 24.
- The Finance Committee will meet on Thursday, September 10, at 6:30 p.m. Those wishing to attend and participate on the Committee should inform Mr. Habib.
- Bernard Jacobs has been asked about the planters in front of the various Village buildings; he has stated that he will make a recommendation about them at the September Board meeting, and they can be discussed again and a selection made at the November Board meeting. The question about whether each building can have different pots should be discussed with Mr. Jacobs.
- Also at the September meeting, the Board will discuss the effect of the "Palm II" decision on how change orders, which previously were voted on by email, will be handled in the future, and whether Management should be given advance authorization by the Board to approve change orders, with the Board ratifying each approval at a subsequent meeting.
- The number of renters in the Village has increased and some associations are considering amending their declarations to limit rentals. Discussion ensued.

During Mr. Connor's remarks, Mr. Santoro joined the meeting at 6:55 p.m.

### **FINANCIAL REPORT**

Mr. Berchem reviewed with the Board the Financial Summary for the month ended May 31, 2015, as follows:

Operating Fund net income, current month:	\$251,631
Operating Fund net income, year to date:	\$240,597
Operating Fund balance:	\$234,368
Ratio of Operating Fund balance to one month's operating expenses:	1.8

Replacement Fund interest income, year to date:	\$7,243
Replacement Fund average CD yield:	0.325%
Replacement Fund expenses, year to date:	\$57,108
Replacement Fund balance:	\$5,378,908

Mr. Santoro asked about the high delinquency rate reported on the Financial Summary and was told that details about delinquencies cannot be discussed in an open meeting but that they are available on line.

### **ACTION AND DISCUSSION ITEMS**

#### **Sandburg Village Dental HVAC**

Mr. Habib explained that the forced-air hot water coil system serving the dental practice in Cummings House no longer functions properly, and introduced Brian Newell of Kirwan Mechanical Service, Inc., who explained various options to deal with the problem and the reasons for his recommendation to refurbish rather than replace the system. After discussion, ***Ms. Wheeler moved to approve the proposal submitted by Kirwan Mechanical Service, Inc. on May 29, 2015, to refurbish the forced-air hot water coil system serving Sandburg Village Dental, in the amount of \$36,125.00. Mr. Beck seconded the motion, and it passed unanimously.***

#### **North Mall Renovation**

Paul Gaudette of Wiss, Janney, Elstner Associates, Inc. briefly reviewed the various mall projects, as follows:

**South Mall:** Cabana #11 will be inspected for leaks on July 23.

**Cummings-Dickinson Mall:** Following final water testing of the new HOA Management Office windows, interior work on the office will be performed, with the expectation that Mr. Habib and Ms. Gallen can move back into the office in October or November. In addition, investigation of water leakage in various areas continues, as well as investigation of expansion joints along both buildings.

**Alcott-Bryant Mall:** Investigation will begin on July 23 of water leakage at the northwest corner of the Alcott-Bryant Mechanical Room.

**North Mall:** The James/Kilmer garage column repairs have been completed, at half the estimated cost. WJE approves the proposal from All Seasons to fasten four lifeguard chairs to both pool decks, with the chairs to be removed for the winter.

Discussion ensued about the demolition of the Jewel Food Store, with Mr. Gaudette and Mr. Habib assuring the Board that pre-demolition photos of the entire area, including the South Mall, have already been taken. Mr. Habib added that demolition is expected to begin in mid-August.

During the discussion, Mr. Murnane left the meeting at 7:32 p.m.

***Mr. Beck moved to approve the proposal submitted by All Seasons on July 21, 2015, to furnish and install four six-foot-tall lifeguard chairs onto the existing concrete decking surfaces at the North Pool and the South Pool, in the amount of \$18,680.00. Ms. Johnson seconded the motion, and it passed unanimously.***

Bernard Jacobs of Jacobs/Ryan Associates Landscape Architects discussed with the Board the large entrance planters and offered suggestions about the Germania Place fountain after Mr. Gaudette indicated that it would be all right to install plantings in the fountain basin instead of maintaining the

fixture as a fountain. He mentioned that some disused plant material from River Walk is available at low cost, and also stated that the Chicago Department of Transportation has approved installing a "speed table" across Burton Place as part of his firm's proposed plans for the North Mall. Further discussion ensued about the Germania Place fountain with Mr. Gaudette, who offered to obtain cost estimates for both a landscaped and a water feature version.

The Board thanked Mr. Gaudette and Mr. Jacobs, and they left the meeting at 7:49 p.m.

#### **Reserve Study Proposal**

Mr. Habib reminded the Board that LM Consultants Inc. performed the last Reserve Study in 2009, and stated that an updated study would suffice if the components of the study have not changed much in the intervening years. Discussion ensued, with Mr. Beck suggesting that the Board accept the proposal from Wiss Janney Elstner Associates to review certain items on the property first as part of the Reserve Study, noting that this would then reduce the scope of work to be performed by the reserve study consultant. After further discussion, ***Mr. Beck moved to approve the proposal submitted by Wiss Janney Elstner Associates, Inc. on July 16, 2015 to review certain portions of a reserve study of HOA-owned property at Sandburg Village, in the amount of \$5,000.00. Ms. Wheeler seconded the motion, and it passed unanimously.***

#### **Eliot House Revised Request for Eliot Hospitality Room**

The Board reviewed the revised Eliot House Hospitality Room Usage Agreement and agreed to most of its terms but required that the period of the Window Replacement Project be specified as lasting from August 14, 2015, through March 31, 2016, for purposes of the agreement. Ms. Johnson noted that the revised agreement does not include a penalty clause to be invoked in the event that any of the terms of the agreement are not met. ***Mr. Berchem moved to accept the Eliot House Hospitality Room Usage Agreement as amended. Mr. Santoro seconded the motion, and it passed, with Ms. Johnson abstaining.***

#### **DIRECTORS-MANAGEMENT FORUM**

- In response to a question from Ms. Fiacchino, Mr. Habib stated that McHugh Construction will build a fence between the Jewel property and the South Mall before demolition on the Jewel property begins.
- Ms. Thronson asked about additional lighting in the Tot Lot area. Mr. Habib responded that he will meet with an electrician to determine if an additional fixture can be added to the existing light pole in the area.
- Ms. Thronson asked about progress on the HOA website. Mr. Habib stated that he will email to Board members a link to the draft of the website developed by Ron Miller, James/Kilmer's Webmaster, and that Mr. Miller will be in charge of posting updates to the site. Discussion ensued about the feasibility of residents signing up for pool or tennis club membership on the website, taking into account the need for Management to process credit cards and issue tennis club entry fobs. Mr. Connor suggested discussing this further after Board members have viewed the website.
- The Board briefly discussed the problem of water entering the cabanas.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Mr. Santoro and seconded by Mr. Beck, the meeting was adjourned at 8:27 p.m.

Respectfully submitted,

  
Secretary