

**SANDBURG VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 25, 2016**

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

Present: Mary Murtaugh – Association 1
Robert Connor – Association 2
David Guilbert – Association 2
Mary Beth Wheeler – Association 2
Tom Tiegler – Association 3
Kim Ruhlander – Eliot
Gabrielle Thronson – Eliot
John Berchem – Lowell
David Beck – Association 7
Barbara Fiacchino – Association 7
Marcie Johnson – Association 7

Also present were Steve Habib, HOA Property Manager, Melissa Goodwin, Assistant Property Manager, and David Barnhart, Assistant Vice President, of DK Condo, A Draper and Kramer Company; Paul Gaudette of Wiss Janney Elstner Associates, Inc.; and Lauren Polhamus and Dena M. van der Wal of Jacobs/Ryan Associates Landscape Architects. Barbara A. Roberts acted as Recording Secretary.

CALL TO ORDER and AGENDA REVIEW

Mr. Connor declared that a quorum was present and called the meeting to order at 6:33 p.m. Two items were removed from the agenda: the 2015 Audit Review, and Nyborg & Company's Proposal for 2016 Audit. Two items were added to the agenda: the planters in front of Eliot House, and a stainless steel grating to cover the James/Kilmer garage exhaust shaft openings in the North Pool area.

APPROVAL OF MINUTES

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meeting held on March 30, 2016. There being none, ***Ms. Murtaugh moved that the minutes of the regular Board of Directors meeting held on March 30, 2016, be approved as presented. Mr. Beck seconded the motion, and it passed, with Ms. Ruhlander abstaining.***

PRESIDENT'S REPORT

Mr. Connor introduced David Barnhart, Assistant Vice President of DKCondo, a Draper and Kramer Company, whom Margaret Shamberger, Vice President of DK Condo, asked to attend the meeting in her place. He stated that the Board will meet in Executive Session from 5:30 to 6:30 p.m. immediately preceding the July 27 Board meeting. Mr. Connor also stated that an Executive Session will follow this evening's meeting. He noted that Paul Gaudette of Wiss Janney Elstner Associates has agreed that work on the Kilmer House patio walls and the 1500 block artist studio walls can be dropped from the North Mall Renovation Project contracts and treated as change orders, adding that the contracts are being reviewed by Attorney Michael Kim, HOA's legal counsel, after which they will be signed. Mr. Connor concluded by stating that the owners who expressed concern at the September 2015 Board meeting about water entering their South Pool cabana have been given permission to move to a different cabana when the next cabana vacancy occurs.

FINANCIAL REPORT

Financial Summary

Mr. Berchem reviewed with the Board the Financial Summary for the period ended April 30, 2016, as follows:

Operating Fund net income, current month:	\$6,206
Operating Fund net income, year to date:	\$62,529
Operating Fund balance:	\$205,423
Ratio of Operating Fund balance to one month's operating expenses:	1.6
Replacement Fund interest income, year to date:	\$12,205
Replacement Fund average CD yield:	0.71%
Replacement Fund expenses, year to date:	\$108,296
Replacement Fund balance:	\$5,775,897

Mr. Berchem stated that the 2015 Audit Review has been postponed to the July Board meeting.

ACTION AND DISCUSSION ITEMS

North Mall Renovation

Paul Gaudette of Wiss, Janney, Elstner Associates, Inc., first briefly reviewed the updates of repair work performed at the South Pool, on a South Pool cabana roof, and on the 1300 block planter slabs. He noted that work on planter base repairs in the Village has been categorized as "urgent" or "non-urgent," depending on conditions. Ms. Murtaugh pointed out that the east-west walkway between Dickinson House and the fee-simple townhouses is badly broken up, and Mr. Gaudette agreed that repairs to the walkway should be considered "urgent." Mr. Habib advised performing all urgent work on the 1360 triangle patches this summer, and commented on the Zera Construction proposal for urgent repairs. Mr. Connor suggested reviewing Zera's proposal in July, to which Mr. Gaudette agreed. Mr. Gaudette then stated that, with regard to the North Mall Renovation Project, WJE has held pre-construction, coordination and planning meetings with HOA and various Village condominium and townhouse associations. He added that Bulley & Andrews Concrete Restoration is awaiting approval of its permit applications and that a preliminary construction schedule has been developed. Mr. Gaudette also stated that WJE plans to meet with Howard Weiner, the developer of 101 West North Avenue, 2nd Ward Alderman Brian Hopkins, and Mr. Habib to discuss grading, sewers and drainage issues with regard to the 101 West North Avenue development. Discussion ensued about temporarily closing down Burton Place during construction, with one lane to be left open for refuse trucks and fire equipment. **Mr. Beck moved to approve change order request #1 submitted by Bulley & Andrews Concrete Restoration on May 24, 2016, to add the creation of the Burton Place temporary driveway to the North Mall Renovation Project, in the amount of \$36,950.00. Ms. Wheeler seconded the motion, and it passed unanimously.**

North Mall Lighting

Ms. Van der Wal briefly explained the two North Mall lighting alternatives recommended by Jacobs/Ryan Associates. **After discussion, Ms. Wheeler moved to approve lighting Alternative #1 submitted by Jacobs/Ryan Associates Landscape Architects to replace three bollard lights in the North Pool area with three post top pedestrian lights, for an additional \$5,045.00. Ms. Thordson seconded the motion, and it passed unanimously.**

Unit owner Louise Study addressed the Board and unit owners present with a request for volunteers for the North Dearborn Association's Dearborn Garden Walk to be held on July 17, 2016.

Eliot House Planters

Ms. Thronson conveyed a request from Eliot House that the round planters at the building's front entrance be replaced with rectangular planters, that the new planters be arranged differently, that pavers be added, and that Jacobs/Ryan Associates cover the cost of the rearrangement and the pavers, with Eliot House paying for the replacement planters. Discussion ensued among Ms. Thronson, the Board and Ms. Van der Wal about the size, shape and position of the planters, as well as about who will pay for alterations to the current arrangement. ***Ms. Thronson moved to approve a change in the size and shape, from round to square or rectangular, of the planters at the Eliot House front entrance, at the expense of Eliot House. Ms. Ruhlander seconded the motion, and it was defeated, with Mr. Guilbert and Mr. Tieglar in favor and Ms. Wheeler abstaining.***

Ms. Thronson moved to approve the installation of additional pavers at the front entrance to Eliot House, in the amount of \$342.97, to be paid by HOA, and to approve the rearrangement of the front entrance planters by Jacobs/Ryan Associates Landscape Architects, the expense to be paid by Eliot House. Ms. Johnson seconded the motion, and it passed unanimously.

Sod Proposal

Following a brief explanation by Mr. Habib about proposed sod installation, ***Ms. Wheeler moved to approve the proposal submitted by Christy Webber & Company on May 17, 2016, to furnish and install new sod at designated areas, in the amount of \$7,906.03. Ms. Johnson seconded the motion, and it passed unanimously.***

James/Kilmer Catwalks

Ms. Fiacchino stated that James/Kilmer seeks permission to install steel grating near the North Pool cabanas to protect exhaust shafts serving the James/Kilmer garage. After a brief discussion, ***Ms. Fiacchino moved to approve the installation of three stainless steel catwalks in the area of the North Pool cabanas, per the proposal submitted by Murphy & Miller, Inc. to the James/Kilmer Condominium Association on March 9, 2016, the charge of \$23,978.00 to be paid by the James/Kilmer Condominium Association and potentially split, if it is determined that the Sandburg Village Homeowners Association is responsible. Mr. Berchem seconded the motion, and it passed unanimously.***

During the discussion, Ms. Thronson left the meeting at 7:47 p.m.

DIRECTORS / MANAGEMENT FORUM

- Ms. Murtaugh, Mr. Beck and Ms. Johnson commented to the representatives from Jacobs/Ryan Associates about the flowers in some of the front entrance planters in the Village.
- Ms. Murtaugh asked Mr. Habib about painting the railings in the vicinity of Cummings House and Dickinson House. Mr. Habib stated that the railings in the vicinity of Faulkner House and Kilmer House are scheduled to be painted this year.
- Ms. Johnson thanked Mr. Habib for turning on the Germania Place fountain.
- Ms. Fiacchino stated that fencing in front of James House is broken. Mr. Habib responded that "Fred the Fence Doctor" will examine the fencing.

- Mr. Habib informed the Board that a Kilmer House resident lodged a complaint about the noise made by the landscape maintenance workers' leaf blowers early in the morning. He stated that the job is too big for the use of brooms, and that the best time to begin the work is 8:00 a.m. The Board agreed.
- Mr. Berchem conveyed his appreciation of the work performed by the HOA Management staff, noting their attention to detail and the sizable scope of the activity in which they engage. The Board agreed.

UNIT OWNER COMMENTS

Unit owners and Board members discussed at length the new planters recently installed in the Village, including their colors, sizes and shapes and the types of plantings in them, as well as the discussions about the proposed planters and plantings that took place during various HOA Board meetings in 2015 and early 2016.

Mr. Berchem noted the need for close coordination during the North Mall Renovation Project between the construction companies and the James/Kilmer garage staff.

RECESS TO EXECUTIVE SESSION

Upon motion duly made by Ms. Wheeler, seconded by Mr. Beck, and unanimously approved, the meeting was recessed to Executive Session at 8:22 p.m.

RECONVENE TO OPEN SESSION

The meeting was reconvened to Open Session at 8:48 p.m.

Mr. Beck moved to approve removing work on the 1500 Townhouse Burton Artist Studio patio walls and the eight Kilmer House patio walls from the North Mall Renovation Project. Ms. Fiacchino seconded the motion, and it passed unanimously.

Mr. Beck moved to accept the presented payment plan between the Carl Sandburg Village Homeowners Association and commercial tenant #T0037610 dated May 25, 2016. Ms. Johnson seconded the motion, and it passed unanimously.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Ms. Fiacchino and seconded by Ms. Johnson, the meeting was adjourned at 8:51 p.m.

Respectfully submitted,


Secretary