

**SANDBURG VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 27, 2019**

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

Present: Robert Caston – Association 1
Mary Murtaugh – Association 1
Mario Rizzo – Association 1
Robert Connor – Association 2
Eva Haussner – Association 2
Scott Lennox – Association 2
Diana Levin – Association 3
Kristina Lynn – Eliot
Gabrielle Thronson – Eliot
Leslie Deitch – Faulkner
John Berchem – Lowell
Marc DeMoss – Lowell
Judy Barnes – Association 7
David Beck – Association 7
Barbara Fiacchino – Association 7

Also present were Melissa Goodwin, HOA Property Manager, of Draper and Kramer, Incorporated; Paul Gaudette of Wiss Janney Elstner Associates, Inc.; and Julia Groves, Ruthee Garcia, Lara Mele and Sharon Staves of Fitness Formula Clubs.

CALL TO ORDER and AGENDA REVIEW

Mr. Connor declared that a quorum was present and called the meeting to order at 6:31 p.m. There were no changes to the agenda.

UNIT OWNER COMMENTS AND QUESTIONS

Mr. Connor stated that unit owner comments and questions concerning the pools would be deferred until after the presentation by the representatives from FFC, and that at this point, only comments and questions about topics other than the pools would be heard. There were no comments or questions at this time from unit owners present.

APPROVAL OF MINUTES

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meeting held on February 27, 2019. There being none, ***Ms. Murtaugh moved that the minutes of the Board of Directors meeting held on February 27, 2019, be approved as presented. Mr. Beck seconded the motion, and it passed, with one abstention.***

PRESIDENT'S REPORT

Mr. Connor stated that pool matters would be discussed at this meeting. He remarked that there were very few snow removal problems this year.

TREASURER'S REPORT

Financial Summary

Mr. Berchem reviewed with the Board the Financial Summary for the period ended February 28, 2019, as follows:

Operating Fund net income, current month:	(\$24,480)
Operating Fund net income, year to date:	\$38
Operating Fund balance:	\$315,898
Ratio of Operating Fund balance to one month's operating expenses:	2.2
Replacement Fund interest income, year to date:	\$2,369
Replacement Fund average CD yield:	1.16%
Replacement Fund expenses, year to date:	\$32,560
Replacement Fund balance:	\$3,678,170

Mr. Berchem explained the "Assessment Delinquencies" figure for February, noting that the February figure does not take into account payments that were deposited after February 28. He also noted the favorable Replacement Fund figures for year-to-date expenses and the fund balance.

ACTION AND DISCUSSION ITEMS

2019 Village Capital Projects Update

Mr. Gaudette reported on the following:

- South Mall
 - South Mall Screen Wall: Four bids have been received for this week, three from contractors known to WJE and the fourth from North Shore, the apparent low bidder, for a brick wall to be built only on the mall itself. Discussions have been held with North Shore about its bid, which needs to be revised. If the Board chooses to accept the bid as is, WJE recommends adding a \$10,000.00 allowance, which will not be needed if the revised bid is accepted when it is provided. Discussion ensued about whether or not to approve any bid absent a firm proposal from Fifield. Mr. Beck advised withholding HOA's approval until approval is received from both Fifield and Eliot. Discussion ensued. Mr. Gaudette agreed to revise the letter listing the bids when North Shore's revised bid is received. Further discussion ensued.
- A-B and C-D Malls
 - Building Expansion Joints: WJE has submitted its report covering the water testing of the expansion joints at locations of reported leakage to HOA Management and is in the process of collecting estimates for repair.
 - Schiller Mall: A small area of the mall needs to be done. Two bids have been received and one more is to come.
- North Mall
 - Expansion Joint: A part of the wall was opened up during the renovation of the North Pool showers, and some wood rot due to leakage into the J/K parking garage was discovered. WJE asked JLJ Contracting, a masonry contractor who recently worked on the LaSalle Street wall, to submit a bid to tuck point the wall, in the amount of approximately \$9,800.00. Leftover brick from the LaSalle Street wall project can be used, and the work can be completed before the pool season begins. Discussion ensued.

- Germania Place: Golub is attempting to coordinate a meeting between the City of Chicago, Golub, Power Construction – the general contractor, HOA and the James/Kilmer Association. HOA submitted a list of questions and concerns about 18 months ago.

Mr. Beck moved to approve the proposal submitted by JLJ Contracting, Inc. on March 26, 2019, to tuck point the North Pool bathroom outside walls, in the amount of \$9,800.00. Ms. Fiacchino seconded the motion, and it passed unanimously.

The Board thanked Mr. Gaudette, and he left the meeting at 7:00 p.m.

New FFC Management Introduction and Pool Discussion

Julia Groves, the new General Manager of the Fitness Formula Club of Old Town, introduced herself and Ruthee Garcia, who will be the Sandburg Village Pool Manager, Lara Mele, an FFC Group Fitness Manager, and Sharon Staves, who oversees four Fitness Formula Clubs. She stated that she has studied various communications about the pools that she received from Ms. Goodwin, and that she is familiar with problem areas from the past season and is confident that FFC staff will perform better this year. Ms. Groves noted that every suggestion that her group has made has been based on user feedback from previous seasons, with the intent to provide an enjoyable pool experience for all users. Ms. Garcia stated that she is aware of issues from last year and stated that pool users will be able to contact her directly this year. Ms. Goodwin stated that all pool user comments or complaints should be conveyed directly to FFC first, and that she should be contacted only if an issue is one that FFC cannot resolve.

Discussion ensued about the following:

- Lifeguards' apparent lack of familiarity with the pool rules. FFC responded that lifeguards will be required to be able to recite the rules verbatim before their first shift, and that pop quizzes will be conducted throughout the season. FFC further stated that, in addition, owing to pay increases, it has been possible to hire better quality lifeguards this year.
- Interference between lap swimmers and water aerobics class participants, with the suggestion that the Saturday water aerobics classes be started half an hour later, and that the hours for the two activities be posted.
- Water aerobics instructors not present when classes were scheduled to be conducted. FFC responded that instructor candidates are being prescreened and that more instructors are being hired for higher pay, with information about their past experience to be provided to HOA.
- Pool users ignoring the posted lap swim and water aerobics times and interfering with those participating in those activities, and lifeguards reluctant to enforce the rules against pool use during lap swim and aerobics periods. FFC responded that a new rule has been added stating that only participants in lap swimming and water aerobics may use the pools during those activity periods. Ms. Goodwin added that knowledge of and enforcement of the rules is of paramount importance. FFC further stated that all staff will be trained in enforcing the rules, and that the 2019 pool membership application cannot be completed without the prospective member signing off on the rules. Mr. Beck mentioned the problem of uncooperative parents and others refusing to obey the lifeguards, and noted that the lifeguards need to be trained to deal firmly with such people and that uncooperative pool users have in the past been forbidden by HOA to use the pools. FFC also stated that if a lifeguard cannot deal with an uncooperative adult, the matter should immediately be referred to the pool manager. Discussion ensued.

- Lifeguards not being in their chairs watching the water at all times or wearing their tubes at all times. FFC responded that lifeguards are permitted to leave their chairs for activities such as skimming the water but that they must continue to watch the pools, that they cannot use any device that will distract them while they are on duty, and that they must wear their tubes at all times.
- No personnel present at the North Pool when the pool opens at 6:30 a.m.
- Lifeguards sleeping during water aerobics.
- Returning certain water aerobics instructors from previous years who did an excellent job. FFC responded that one of those instructors has already indicated that he does not wish to return to the job, and that another will return but only for higher pay than has been approved. Discussion ensued about steering potential applicants to the FFC website.
- Keeping the pool deck chairs clean.
- Installing a very large sign showing lap swim and water aerobics hours, to which FFC agreed.
- Purchasing lighter weights, to which Ms. Goodwin agreed, noting that the equipment room is being reorganized and the available equipment is being reviewed.
- Adding to the lap swim and water aerobics sign a notation that the South Pool is open to all during the times that the North Pool is closed for those activities, to which Ms. Goodwin agreed. FFC also stated that tent-type signs can be placed in front of the ladders at the North Pool indicating that the pool is closed during those activities.
- Removing the lap lane ropes during water aerobics, which FFC indicated will be done.
- Keeping the pool decks clean. FFC responded that this year the guards will be allowed to use a power hose to clean the decks once a day, as well as vacuuming the pool. Mr. Beck noted that there is a great deal of dust in the air from the nearby construction site.
- Discussing times for lap swims and water aerobics.

Mr. Beck stated that the pools will be filled a month before being opened for members' use so as to accommodate scheduling for preventive maintenance on the pool mechanicals.

Pool Membership and Rule Form Approval

Ms. Haussner objected to the new rule that states that items may not be left in lockers overnight. Discussion ensued. Mr. Beck advised leaving the new rule as is for now and reconsidering it during the discussions about the 2020 pool season. Further discussion ensued. ***Mr. Beck moved to approve Rule 8, dealing with lockers, as written for 2019. Ms. Barnes seconded the motion, and it passed, with four opposed and one abstention.*** Discussion ensued about requiring that no one remain in the pool or the locker room close to or after closing time. Further discussion ensued about other rules, and a few minor changes were made to Pool Application form. ***Mr. Beck moved that the lap swim hours at the North Pool on Saturday be scheduled from 9:00 a.m. to 10:30 a.m., and that the water aerobics hours at the North Pool on Saturday be scheduled from 10:30 to 11:30 a.m. Ms. Fiacchino seconded the motion, and it passed, with five opposed and three abstentions.***

Mr. Beck moved to approve new rules 7, 9, 18 and 25, and revised rule 15. Ms. Barnes seconded the motion, and it passed unanimously. Further discussion ensued.

The Board thanked the representatives from FFC, and they left the meeting at 8:00 p.m.

Tennis Court Membership and Rule Form Approval

Discussion ensued about ways to register for Tennis Club membership outside of regular HOA Management Office hours. ***Ms. Thronsdon moved to approve the Tennis Court membership and rule form with additional wording as discussed. Ms. Lynn seconded the motion, and it passed unanimously.***

Association 1 Mall Events Request

Ms. Goodwin described the events that Association No. 1 wishes to hold on the 1300 Mall. ***Ms. Fiacchino moved to approve the request from CSVCA No. 1 to use the 1300 mall for a Craft and Flea Market event on Saturday, June 8, 2019, with a rain date of Sunday, June 9, 2019, and for a People, Pets and Pints event on Saturday, September 14, 2019, with a rain date of Sunday, September 15, 2019, subject to submission of acceptable insurance. Ms. Murtaugh seconded the motion, and it passed unanimously.***

Village Sod Replacement Proposal

Ms. Goodwin referred to a map showing Christy Webber's recommendations, noting that five areas will be spread with mulch instead of planted with sod. Ms. Goodwin agreed to have Christy Webber review the area near the Tot Lot and the southwest corner of Schiller and Clark and make recommendations. ***Ms. Barnes moved to approve the proposal submitted by Christy Webber & Company on March 19, 2019, for the installation of new sod and mulch at designated areas according to the proposal and map, in the total amount of \$8,305.00. Ms. Fiacchino seconded the motion, and it passed unanimously.***

North Pool Locker Rooms Change Order Approval

Ms. Goodwin presented recommendations from WJE for a change order and from Van Arc for work to be performed in the men's and women's shower and locker rooms. ***Mr. Beck moved to approve the change order to install additional waterproofing membrane in the men's and women's locker rooms in the amount of \$7,150.00, and to approve the additional options of upgrading the electrical skylights, border and cover, the electrical lights outside the shower stalls, and the border tile in the amount of \$9,850.00 proposed by Van Arc Corp. dba Van Arc Contractors, for a total amount of \$17,000.00. Ms. Murtaugh seconded the motion, and it passed unanimously.***

Eliot Fencing Update Discussion

Ms. Goodwin stated that she is waiting for an updated proposal for the Eliot brick wall from North Shore Brickwork & Windows.

DIRECTORS-MANAGEMENT FORUM

Mr. Berchem stated that Ms. Goodwin has been working on a document that will compare Replacement Fund expenditures to expenditures proposed in the most recent Reserve Study, as requested by Mr. Beck, and suggested that it be presented to the Board after the audit of the 2018 financial statements.

RECESS TO EXECUTIVE SESSION

The meeting was recessed to Executive Session at 8:12 p.m.

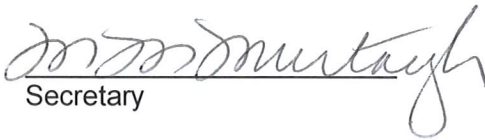
RECONVENE TO OPEN SESSION

The meeting was reconvened to Open Session at 8:13 p.m.

ADJOURNMENT

There being no further business to be brought before the Board, upon motion duly made by Ms. Murtaugh and seconded by Mr. Beck, the meeting was adjourned at 8:14 p.m.

Respectfully submitted,


Secretary