

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
August 19, 2020**

The meeting was conducted by video conference.

Present: Dianna Callahan – Association 1
 James Lothe – Association 1
 Mary Murtaugh – Association 1
 Robert Connor – Association 2
 Scott Lennox – Association 2
 David Alexander – Eliot
 Bruce Kaminsky – Eliot
 Leslie Deitch – Faulkner
 Beth Murphy – Faulkner
 John Berchem – Lowell
 Judy Barnes – Association 7
 Jacque Ehrlich – Association 7
 Nancy Slattery – Association 7

Also present were Melissa Goodwin, HOA Property Manager, Tahalia Melendez, Administrative Assistant, and Brian Butler, Vice President, Property Management, of FirstService Residential.

CALL TO ORDER and AGENDA REVIEW

Mr. Connor called the meeting to order at 6:32 p.m. Ms. Goodwin called the roll and declared that a quorum was present.

UNIT OWNER COMMENTS

There were no unit owner comments.

APPROVAL OF MINUTES

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meetings held on July 22, 2020. There being none, ***Ms. Murtaugh moved that the minutes of the Board of Directors meeting held on July 22, 2020, be approved as presented. Ms. Barnes seconded the motion, and it passed unanimously.***

ACTION AND DISCUSSION ITEMS

Village Fence and LaSalle Wall Painting Proposals

Ms. Goodwin directed the Board's attention to the bids received from CertaPro Painters, Hammerbrush Painting & Construction and The Inside-Out Company for fencing repairs, welding as needed and painting services in various areas of the Village for 2020, noting that Inside-Out offers a three-year warranty on its work and that she recommends engaging Inside-Out. After discussion, ***Mr. Berchem moved to accept the proposal submitted by The Inside-Out Company on August 12, 2020, for the Village fence and LaSalle wall painting project at proposed locations in the total amount of \$22,328.00. Ms. Murtaugh seconded the motion, and it passed unanimously.***

City of Chicago Shared-Cost Sidewalk Program Additional Repairs Proposal

Ms. Goodwin reminded the Board that the Village was accepted for this city program last year, resulting in repairs to the sidewalk in the 1300 block for an amount under her spending limit. She stated that she pointed out some extra areas of sidewalk – amounting to an additional 680 square feet – needing repair to the civil engineer working with the Chicago Department of Transportation. Ms. Goodwin noted that the additional work increased the charge by \$3,840.00, for a total of \$6,325.00 for 1,265 square feet of sidewalk repairs on the 1400 block. She also mentioned that making these repairs will result in less damage to the Bobcat blade when it is used to clear the sidewalks in the winter. After discussion, ***Mr. Connor moved to approve the proposed additional expense of \$3,840.00 to repair the 1400 block sidewalks. Mr. Kaminsky seconded the motion, and it passed unanimously.***

Lowell House Planter Pots Relocation Request

Ms. Goodwin explained that the four planter pots in front of the Lowell House building must be relocated by Christy Webber so that Zera Construction can replace the concrete sidewalk and curb in front of the building, and will be reinstalled on top of pavers when the sidewalk and curb work is completed. She added that the new pavers to be installed by Christy Webber will be required because of the proposed new location of the two large planters, but that the smaller planters can be relocated on existing pavers. Ms. Goodwin also stated that the Lowell House Property Manager, Christina Briskovic, has confirmed that it will be all right to wait until the fall or winter plant installations to refill the planters. In response to questions from Ms. Murtaugh and Ms. Deitch, Ms. Goodwin explained that HOA is paying for this work because HOA paid for similar work for Alcott House and for the townhouses. Discussion ensued. ***Ms. Murtaugh moved to approve the request submitted by Lowell House to have Christy Webber & Company relocate four planter pots, per its proposal dated July 13, 2020, in the amount of \$2,185.00, and to install new pavers, per its proposal dated August 5, 2020, in the amount of \$2,200.38, for a total amount of \$4,385.38, to be paid by the Sandburg Village Condominium Homeowners Association. Ms. Slattery seconded the motion, and it passed, with Ms. Deitch abstaining.***

Association Planters – Fall and Winter Rotations

Ms. Barnes moved to accept the renderings from Christy Webber & Company of the 2020 fall and winter entrance planter rotations as presented. Ms. Murtaugh seconded the motion, and it passed unanimously.

Management Contract Renewal 2021

Ms. Goodwin noted that the HOA Board normally renews the property management contract for one year at a time and stated that if the Board wishes to seek bids for property management, the process, including forming a search committee and distributing RFPs, would have to begin now. In response to a question from Ms. Barnes about possible improvements in management from FirstService Residential and an evaluation of the management experience, Ms. Goodwin stated that FSR has offered much assistance from its employees and has provided a seamless transition and useful tools and platforms as well as informative seminars, adding that the regional director has provided excellent information and assistance. ***Mr. Connor added that the Board negotiated a very good contract with FirstService Residential for HOA with several years' extension, including the HOA Board's ability to choose the vendors that it prefers, and that its performance this past year has been good to excellent. Mr. Connor moved to approve the proposed extension of the condominium management agreement between FirstService Residential and the Sandburg Village Condominium Homeowners Association for the period of January 1, 2021 through December 31, 2021 per the terms of the current condominium management agreement, at \$4,875.00 per month. Mr. Lennox seconded the motion, and it passed unanimously.***

Additional Business

Ms. Goodwin stated that she had no additional business to bring before the Board. In response to a question from Ms. Slattery, Ms. Goodwin stated that HOA employs one security guard per night to walk four routes throughout the Village for the 12-hour period from 5:00 p.m. until 5:00 a.m. the next morning as well as to check in with the various building door staffers. She added that while there are no cameras on the light poles in the Village, many of the buildings have exterior cameras that face the mall area or Clark Street or LaSalle Street. Ms. Goodwin stated that there appears to be no need at this time for additional security and that there is more foot traffic but the usual number of homeless people in the malls. She added that First Saint Paul's Lutheran Church on the corner of LaSalle and Goethe conducts an open house for homeless people on Saturdays but also that the church manager has installed new security cameras and will share film with HOA Management if needed. Ms. Goodwin also stated that extra guards were added when protests were taking place around the Sandburg area.

RECESS TO EXECUTIVE SESSION

The meeting was recessed to Executive Session at 7:05 p.m.

RECONVENE TO OPEN SESSION

The meeting was reconvened to Open Session at 7:07 p.m. ***Mr. Berchem moved to accept the proposed request from tenant CS1073-1014-01 for a payment plan starting in September and continuing through December 2020, as presented. Ms. Barnes seconded the motion, and it passed unanimously.***

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Mr. Connor, seconded by Ms. Barnes and unanimously approved, the meeting was adjourned at 7:11 p.m.

Respectfully submitted,


Secretary