

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
March 25, 2020**

The meeting was conducted by telephone.

Present: Dianna Callahan – Association 1  
James Lothe – Association 1  
Mary Murtaugh – Association 1  
Robert Connor – Association 2  
Mary Schneider – Association 2  
Diana Levin – Association 3  
Bruce Kaminsky – Eliot  
Gabrielle Thronson – Eliot  
Leslie Deitch – Faulkner  
Beth Murphy – Faulkner  
John Berchem – Lowell  
Judy Barnes – Association 7  
Barbara Fiacchino – Association 7  
Nancy Slattery – Association 7

Also present were Melissa Goodwin, HOA Property Manager, Tahalia Menendez, Administrative Assistant, and Marla Jackson, Regional Director, of FirstService Residential; Julia Groves, General Manager, and Sharon Staves, Director of Management Services, of Fitness Formula Clubs; and Paul Gaudette of Wiss Janney Elstner Associates, Inc.

**CALL TO ORDER and AGENDA REVIEW**

Ms. Goodwin called the roll, after which Mr. Connor declared that a quorum was present and called the meeting to order at 6:47 p.m. He stated that there were no changes to the agenda.

**APPROVAL OF MINUTES**

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meeting held on February 26, 2020. There being none, ***Ms. Murtaugh moved that the minutes of the Board of Directors meeting held on February 26, 2020, be approved as presented. Ms. Barnes seconded the motion, and it passed, with Ms. Deitch and Ms. Thronson abstaining.***

**PRESIDENT'S REPORT**

Mr. Connor stated he had no report.

**TREASURER'S REPORT**

Mr. Berchem reviewed with the Board the Financial Summary for the period ended February 29, 2020, as follows:

Operating Fund net income, current month:	\$4,620
Operating Fund net income, year to date:	\$33,346
Operating Fund balance:	\$270,479
Ratio of Operating Fund balance to one month's operating expenses:	1.9

Replacement Fund interest income, year to date:	\$2,937
Replacement Fund average CD yield:	1.74%
Replacement Fund expenses, year to date:	\$8,785
Replacement Fund balance:	\$4,188,388

Mr. Berchem commented on the two delinquencies and the South Mall project.

## **ACTION AND DISCUSSION ITEMS**

### **2020 Village Capital Projects Update**

Mr. Gaudette reported on the following:

- South Mall
  - South Mall/Pool Repair Project: At Ms. Goodwin's request, WJE reviewed all of the schedule and contract items and determined that so far the project is slightly ahead of schedule and within budget. He complimented Ms. Goodwin and the HOA staff on their assistance in coordinating the project.
- Tennis Facility. There is a small leak in the window, which will be worked on in the summer along with the bridge.
- North Mall. Most of the required documents have been sent to Ms. Goodwin. A schedule has been created for the North Mall work, including the following: the bid packages were sent out on Friday, March 20, the pre-bid meeting will be held on Friday, April 3, the bids will be due on Friday, April 17, and everything should be ready for Board review at its May 27 meeting.
- Germania Street Repairs: Mr. Gaudette stated that the Germania Street repairs will take place in an area southwest of the fountain. He added that the area east of the fountain is owned by ComEd and was repaired by James/Kilmer about five years ago, and that the garage ramp and a small area over the garage is also James/Kilmer's property. Mr. Gaudette also stated that the James House curbs will be repaired.
- South Mall Lighting: Mr. Gaudette explained that the equipment boxes for the lights that show under water in the South Pool extend to the upper surface of the plaza, that some of the boxes have had to be opened up as part of the work on the South Mall, and that the plan is to relocate the boxes to the pump room in the garage.

The Board thanked Mr. Gaudette, and he left the meeting at 7:01 p.m.

***Mr. Connor moved to accept the proposal submitted by Liberatore Electrical Services, Inc., on March 12, 2020, to relocate the South Pool interior lighting from the plaza pool deck to inside the pump room in the garage, at a cost not to exceed \$16,223.00. Mr. Kaminsky seconded the motion, and it passed unanimously.***

### **Pool Discussion and Membership and Rules Form Approval**

Ms. Groves reported that she has discussed with Ms. Goodwin the possibility of a delayed opening for the 2020 pool season owing to the Citywide shut-down and the COVID-19 pandemic situation., especially with regard to sizable start-up expenses for the season, and noted that the pools might not

be opened at all. She recommended tabling approval of the Pool Membership and Rules Form until the Board's April 14 meeting. Ms. Goodwin confirmed her agreement with the recommendation, noting that the matter can be considered again, after Governor Pritzker's Shelter-In-Place mandate is lifted on April 7, and voted on at the April 14 Board meeting. Discussion ensued. Ms. Murtaugh stated her strong opposition to opening the pools at all. ***Mr. Connor moved to table any decision regarding the pool season until the April 14 Board meeting. Ms. Schneider seconded the motion, and it passed, with Ms. Murtaugh opposed.***

The Board thanked Ms. Groves and Ms. Staves, and they left the meeting at 7:09 p.m.

#### **CSVCA No. 1 Mall Events Request**

Ms. Murtaugh described five events that the Cummings-Dickinson Activities Committee is planning to hold on the 1300 Mall on May 16, June 26, July 25, September 13 and October 23, noting that it is acknowledged that if the COVID-19 pandemic continues, some or all of the events might have to be cancelled. After discussion, ***Ms. Murtaugh moved to approve the request from CSVCA No. 1 to use the 1300 Mall for five social events as presented by the CSVCA No. 1 Activities Committee, subject to the submission of acceptable insurance and subject to Chicago and Illinois regulations with regard to the COVID-19 pandemic. Mr. Kaminsky seconded the motion, and it passed unanimously.***

#### **Village Rodding Proposal**

Ms. Goodwin explained that courtyard floor drains throughout the Village are rodded annually, noting that this year the South Mall drains will not have to be rodded because new drains will be installed as part of the South Mall Project. She listed the bids that were received. ***Mr. Berchem moved to accept the proposal submitted by Abbott Industries, Inc. on March 19, 2020, to rod the drains in the Village at designated areas, in the amount of \$12,175.00. Ms. Barnes seconded the motion, and it passed unanimously.***

#### **Village Sod Replacement Proposal**

Ms. Goodwin stated that Christy Webber replaces sod throughout the Village annually, and referred to the list of areas where the sod will be replaced. ***Ms. Fiacchino moved to accept the proposal submitted by Christy Webber & Company on March 9, 2020, to install new sod at areas designated in the proposal, in the amount of \$8,401.00. Ms. Schneider seconded the motion, and it passed unanimously.***

#### **Eliot House Reimbursement Request**

Ms. Goodwin reminded the Board that the Eliot House reimbursement request was tabled at the February Board meeting. At her invitation, Ms. Thronson explained that the total amount that Eliot House requests for Phase I of the South Mall Project is \$1,655.97 to cover the amount that Eliot has had to reimburse its parkers for their pro-rated monthly parking expenses in the Eliot garage while they were displaced and had to park elsewhere. She stated that only one Eliot resident submitted a request for additional reimbursement in the amount of \$37.00 plus change, which is included in the reimbursement amount just mentioned. Ms. Thronson stated that Eliot House is not requesting reimbursements for Phase II of the project at this time because it is not yet known what the cost will be, based on how long that phase of the project will take to complete, adding that Phase II will begin in early April. She stated that the project foreman is being allowed to park in an Eliot House garage guest parking place at no charge and has been given a transponder so he can enter and leave the garage at will, and that at this point, all of the guest parking spaces are being used. Ms. Thronson responded to

a question about tandem parking, which is already practiced in the Eliot garage. Mr. Berchem stated that handling such matters is part of the responsibility of operating a garage, and that other Village associations have dealt with similar situations without involving HOA, with which Board members from other associations agreed. Discussion ensued. ***Ms. Thronson moved to have HOA reimburse Eliot House for Phase I parking charges in the amount of \$1,655.97. Ms. Fiacchino seconded the motion. The motion failed, with Ms. Thronson and Mr. Kaminsky in favor.*** Further discussion ensued.

#### **Legal Option Approval – South Mall Project**

Ms. Goodwin explained that the attorney for HOA has recommended that the HOA Board approve moving forward with legal action against Eliot House in the event that Eliot House fails to comply with the requirement to move vehicles out of the Eliot garage for the next phase of the South Mall Project at any time that such action is requested for purposes of the project. After discussion, ***Mr. Berchem moved to approve legal action contingent upon refusal by Eliot House to comply with the request that vehicles parked in its garage be moved on Monday, April 6, 2020, or any other time requested for the duration of the South Mall Project. Ms. Fiacchino seconded the motion, and it passed, with Ms. Thronson and Mr. Kaminsky opposed.***

#### **Additional Business**

Ms. Goodwin referred to the delay in opening the pools and asked if the Board would like to delay opening the tennis courts and signing up Tennis Club members. All of the Board members agreed to this.

Ms. Thronson asked that the Board members remind their individual association dog owners not to allow their dogs to relieve themselves in the gated Tot Lot. Ms. Goodwin stated that she will email a reminder to the individual association property managers to remind their residents about the matter.

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

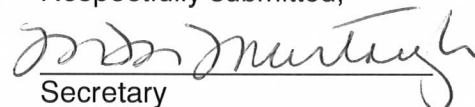
Ms. Goodwin stated that she did not include a monthly Management Report in the Board packet but that she intends to send out biweekly reports to the individual associations' management offices. She also noted that there will be no Executive Session following this evening's meeting. Ms. Callahan asked that the aforementioned notice to individual associations about residents' dogs also include a reminder about the requirement that every dog be on a leash in the malls. Ms. Goodwin agreed to send out a reminder about all the HOA rules and regulations about dogs in the Village, and to also send a memo to neighboring residential managers about keeping dogs on leashes.

Mr. Berchem asked that the Board acknowledge the considerable amount of effort to which Ms. Goodwin went to make this telephone meeting work well, to which all agreed. Ms. Goodwin, Mr. Berchem and other Board members also thanked Ms. Thronson for providing her Zoom teleconferencing number.

#### **ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Mr. Connor, seconded by Ms. Murtaugh and unanimously approved, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

  
Secretary