

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 27, 2021**

The meeting was conducted by Zoom video conference.

Present: John Hoppesch – Association 1  
James Lothe – Association 1  
Robert Connor – Association 2  
Scott Lennox – Association 2  
Anthony Chmura – Association 2  
Diana Levin – Association 3  
Bruce Kaminsky – Eliot  
Jonathan Tshiamala – Eliot  
Ula Widawska – Eliot  
Beth Murphy – Faulkner  
John Berchem – Lowell  
Louise Pauly – Lowell  
Judy Barnes – Association 7  
Barbara Fiacchino – Association 7  
Nancy Slattery – Association 7

Also present were Melissa Goodwin, HOA Property Manager, and Marla Jackson, Regional Director, of FirstService Residential; and Paul Gaudette of Wiss Janney Elstner Associates, Inc. Barbara A. Roberts acted as Recording Secretary.

**CALL TO ORDER and AGENDA REVIEW**

Mr. Connor called the meeting to order at 6:46 p.m. Ms. Goodwin called the roll and declared that a quorum was present.

**UNIT OWNER QUESTIONS AND COMMENTS**

There were no questions or comments from unit owners present.

**APPROVAL OF MINUTES**

Mr. Connor requested a motion to approve the minutes of the regular Board meeting held on November 18, 2020. ***Ms. Barnes moved to approve the minutes of the Board of Directors meeting held on November 18, 2020, as presented. Mr. Kaminsky seconded the motion, and it passed, with Mr. Hoppesch, Ms. Peck and Ms. Slattery abstaining.***

**ELECTION OF OFFICERS FOR 2021**

***John Berchem moved to nominate Robert Connor for the office of President. Judy Barnes seconded the motion. Mr. Connor was elected Board President by unanimous vote.***

***Robert Connor moved to nominate Barbara Fiacchino for the office of Vice President. Nancy Slattery seconded the motion. Ms. Fiacchino was elected Board Vice President by unanimous vote.***

***Robert Connor moved to nominate John Berchem for the office of Treasurer. Judy Barnes seconded the motion. Mr. Berchem was elected Board Treasurer by unanimous vote.***

***Robert Connor moved to nominate Diana Levin for the office of Secretary. Barbara Fiacchino seconded the motion. Ms. Levin was elected Board Secretary by unanimous vote.***

### **PRESIDENT'S REPORT**

Mr. Connor acknowledged the ongoing challenges posed by the COVID-19 pandemic and noted that the Board will continue to conduct its meetings via Zoom videoconference possibly well into the summer or beyond, depending on the eventual availability of the vaccine. He noted that some of the projects that were dealt with last year have carried over to the current year so the Board will continue to work on them.

### **TREASURER'S REPORT**

Mr. Berchem reviewed with the Board the Financial Summary for the period ended December 31, 2020, as follows:

Operating Fund net income, current month:	(\$14,161)
Operating Fund net income, year to date:	\$53,957
Operating Fund balance:	(\$123,961)
Ratio of Operating Fund balance to one month's operating expenses:	
Replacement Fund interest income, year to date:	\$55,513
Replacement Fund average CD yield:	0.72%
Replacement Fund expenses, year to date:	\$1,932,944
Replacement Fund balance:	\$3,512,800

Mr. Berchem noted the negative Operating Fund balance, stating that it owes money to the Reserve Fund, and that the actual cash balance is about \$200,000.00, and the money owed is being paid. He also stated that the five delinquencies shown have all been resolved. Mr. Berchem stated that approximately \$1.9 million was spent last year, but that the Replacement Fund balance at December 31 is about \$3.5 million, so that HOA is in good shape, able to fund a number of projects. He also complimented Ms. Goodwin on her handling of the projects.

### **ACTION AND DISCUSSION ITEMS**

#### **2021 Village Capital Projects Update and Schedule**

Mr. Gaudette reported on the following:

- South Mall
  - South Mall/Pool Repair Project: The pool repair project is finished and was completed for about \$230,000.00, or 70%, of the budgeted amount, because work on the townhouses was not performed, and the repair work on the upper deck was less than estimated. Punch list items are completed and warranties are all in place.
  - South Mall Pool Building: Work continued on the maintenance staff office and is completed. The brick near the door will be replaced when the weather is warmer.
- HOA Management Office. Auburn is working on a leak at the Management Office door, and another leak has developed at the threshold.
- Tennis Facility
  - Bridge between Faulkner House and the tennis courts: The documents dating back to 2014 are completed. At that time, work was performed only on Court 4, and work on the other three courts has been bid out to three different contractors for competitive bids, after requesting a bid from the contractor who worked on Court 4 in 2014, to obtain an idea of the cost. The work will begin in the spring.
  - Tennis Court leakage: Work will be done in the spring to weatherproof the entrance from the tennis office to the tennis courts, where the bridge is.
- North Mall: Work on Germania Place is completed, and touch-up work, most likely under warranty with Bulley & Andrews, will be performed on the expansion joint in the spring.

The Board thanked Mr. Gaudette, and he left the meeting at 7:11 p.m.

#### **Association Pots Spring Rotation Approval**

Ms. Goodwin directed the Board's attention to the seasonal display design sheets provided by Christy Webber, noting that there is a "Spring Mix A" and a "Spring Mix B," and that the mixes are the essentially the same as those for the past two or three years. She added that 98% of the remarks that she received about the mixes were complimentary., and that this year the lime-green milo berries will be available for Spring Mix A. Ms. Goodwin noted the difficulty posed by Chicago's spring temperatures and that a plan has been developed to deal with this in case temperatures drop, with the installation scheduled to take place during the third week of April. She added that Christy Webber will replace any plants that are damaged or do not thrive. ***Ms. Barnes moved to accept the seasonal display designs proposed by Christy Webber Landscapes for the 2021 spring rotations as presented. Ms. Slattery seconded the motion. After discussion, the motion passed unanimously.***

#### **Alcott Hospitality Room – Designer Discussion**

Ms. Goodwin reported that, at the request of the Board, she solicited proposals from five interior designers to update the appearance of the Alcott Hospitality Room. She reviewed a summary of the results with the Board, noting that the designer fee bids – ranging from \$3,500.00 to \$14,500.00 – are not included in the total estimates provided for the entire project, which range from \$70,000.00 to \$115,000.00. Ms. Goodwin described the scope of work required to update and improve the room. She explained that the two highest bids included much higher hourly costs, noting that those two bidders normally work with much larger spaces. Ms. Goodwin also indicated which firms act as both designer and contractor, and which firms are designers only, outsourcing the contractor work. She also stated that she has not worked with any of the designers, that she obtained the recommendations from Board members or other property managers who have worked with the designers, and that she recommends engaging either Art and Space or Miguel Cruz. Ms. Goodwin further stated that she provided detailed information to each designer as to how the room is used and added that any of the designers can create design boards for the Board to review if they are engaged, but that she is not sure if any of the designers would do so on spec. Board members made suggestions about features such as ceiling

speakers, a large TV screen and Internet access as well as various floor coverings and other elements that should be included. Ms. Goodwin suggested that she inform the designers about the Board's budget for this project so that they can adjust their recommendations for flooring, lighting and so on to fit the budget. As an example, she described all of the services that Miguel Cruz would provide. Discussion ensued, after which the Board agreed to table further discussion until the February Board meeting, and Ms. Goodwin agreed to ask the three designers most favored by the Board – Art and Space, Dix Design Group and Miguel Cruz Architecture + Design – to provide photos and more details of their pricing process for the further Board review and discussion at the February 24 Board meeting. She also noted that now is the best time to work on the Alcott Hospitality Room since it is not in use by large groups owing to the COVID-19 pandemic.

#### **Jewel Criminal Activity Petition Signature Request**

Ms. Goodwin explained the request from area resident Mel Jones for signatures on a petition requesting a meeting with the City of Chicago Department of Business Affairs and Consumer Protection to discuss and deal with criminal activity and major safety concerns in the area of the Jewel Food Store at Clark and Division. She stated that she would be signing the petition on behalf of the HOA Board, and that she would provide a list of the HOA Board directors' names, to which the Board agreed. Discussion ensued. ***Ms. Fiacchino moved that Ms. Goodwin sign the Jewel Criminal Activity Petition on behalf of the HOA Board of Directors. Ms. Levin seconded the motion, and it passed unanimously.***

#### **Immersive Van Gogh Exhibition Signage Request**

Ms. Goodwin referred the Board to the request from Rebecca Hueng of Carol Fox and Associates regarding signage for the Immersive Van Gogh Exhibition to open in February in the Lighthouse ArtSpace Chicago in the Germania Club building. She directed the Board's attention to the illustrations of the two large signs, one on the north side of Kilmer House and the other along the fence on the Clark Street side of the tennis courts. Ms. Barnes and Ms. Slattery stated that the matter of the Kilmer House sign was discussed at the January 26 James Kilmer Board meeting, and that the JK Board opposed it because Kilmer is a residence, not a commercial space. Ms. Goodwin noted that she put the managers of various Sandburg Village parking garages in contact with Carol Fox and Associates regarding parking for the exhibition, which will be a good source of additional revenue. Discussion ensued, after which the Board agreed that allowing the proposed signage would set a bad precedent and should not be permitted. Ms. Jackson confirmed that no vote on the matter was required.

#### **Additional Business**

There was no additional business to be discussed. Mr. Berchem thanked Ms. Goodwin for her excellent organization and preparation of the numerous items that were discussed at this meeting, with which the other Board members agreed.

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

Ms. Jackson stated that FirstService Residential, HOA's management company, provides a sizable team of professionals to serve HOA, that they can be followed on Linked In and Facebook, and that FSR posts informative articles and webinars. She noted that from time to time, Ms. Goodwin will provide various updates from FSR management and links to webinars in which Board members can participate.

Ms. Goodwin referred to three items in the Management Report: the February 24 HOA Board meeting date, the meeting to be held via Zoom; options for Tot Lot equipment to be discussed at the February meeting; and two lease renewals to be presented in February, one for Lake Shore Music and the other for the Village Barber.

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**RECESS TO EXECUTIVE SESSION**

The meeting was recessed to Executive Session at 7:55 p.m.

**RECONVENE TO OPEN SESSION AND ADJOURNMENT**

The meeting was reconvened to Open Session at 8:08 p.m. and was immediately adjourned.

Respectfully submitted,

  
Secretary