

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 22, 2021**

The meeting was conducted by Zoom videoconference.

Present: Dianna Callahan – Association 1
James Lothe – Association 1
David Ruhland – Association 1
Robert Connor – Association 2
Mary Schneider – Association 2
Diana Levin – Association 3
Bruce Kaminsky – Eliot
Gabrielle Thronson – 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 later Marla Jackson, Regional Director, of FirstService Residential; Paul Gaudette of Wiss Janney Elstner Associates, Inc.; and Nancy Ayers, of Alliant Insurance Services.

CALL TO ORDER and AGENDA REVIEW

Mr. Connor called the meeting to order at 6:33 p.m. Ms. Goodwin called the roll and declared that a quorum was present.

UNIT OWNER QUESTIONS AND COMMENTS

Unit owners and Board members discussed crime and security in the neighborhood, recent threats to residents, additional lighting on Village property, engaging a security consultant, increasing security patrol hours, police response to calls, and individual association Zoom meetings with 2nd Ward Alderman Brian Hopkins. Ms. Goodwin stated that she is working on a schedule of Village walk-throughs with individual association property managers and local CAPS officer Sergeant Christopher Schenk in addition to her meetings with Sergeant Schenk.

During the discussion, Ms. Jackson joined the meeting at 6:51 p.m.

APPROVAL OF MINUTES

Ms. Levin asked if there were any additions or corrections to the minutes of the regular Board meeting held on July 28, 2021. There being none, ***Ms. Levin moved to approve the minutes of the HOA Board of Directors meeting held on July 28, 2021, as presented. Mr. Kaminsky seconded the motion, and it passed, with Ms. Callahan, Ms. Schneider and Ms. Thronson abstaining.***

PRESIDENT'S REPORT

Mr. Connor congratulated the Board on its decision to open the pools for the summer season, as the season was very successful. Ms. Goodwin announced that the cabana clean-up dates will be September 30 through October 3, and that letters announcing the dates were sent to the cabana owners as well as being posted at the pools.

FINANCIAL REPORT

Mr. Berchem reviewed with the Board the Financial Summary for the period ended August 31, 2021, as follows:

Operating Fund net income, current month:	(\$17,792)
Operating Fund net income, year to date:	\$273,906
Operating Fund balance:	\$142,248
Ratio of Operating Fund balance to one month's operating expenses:	1.0
Replacement Fund interest income, year to date:	\$13,440
Replacement Fund average CD yield:	0.64%
Replacement Fund expenses, year to date:	\$307,771
Replacement Fund balance:	\$3,480,828

Mr. Berchem commented on the current delinquencies, noting that while the August delinquencies were high, the number has dropped considerably for September because of payments received. He stated that HOA's financial situation is solid, and that it will remain to be seen how successful the pool season was.

ACTION AND DISCUSSION ITEMS

2021 Village Capital Projects Update

Mr. Gaudette reported on the following:

- South Mall:
 - Eliot Entrance Driveway Concrete Repair: The repair has been completed on schedule.
 - South Mall Expansion Joint Repair: The repair has been completed on schedule.
- C-D Mall
 - Dickinson Entrance Driveway Concrete Repair: The repair has been completed on schedule.
 - C-D Mall adjacent to garage entrance: The repair has been completed on schedule.

Mr. Gaudette thanked Ms. Goodwin and the Eliot and C-D staffs for their assistance with the South and C-D mall repairs.

- HOA Management Office: The leakage at the Management Office Door has occurred again.
- North Mall: I met with representatives from Bulley & Andrews Concrete Restoration, and BACR is scheduled to perform some repair work on the railing at the southwest corner of the North Mall, and work will also be performed on the expansion joint next week or the week following. There have been problems with obtaining materials from the manufacturer. We will also examine leakage from the South Pool next week.

Mr. Gaudette reported that the work on the garage driveways has proceeded well, thanks again to assistance from Ms. Goodwin and the local associations.

The Board thanked Mr. Gaudette, and he left the meeting at 7:05 p.m.

2021-2022 Insurance Proposal

Nancy Ayers of Alliant Financial Services presented the insurance renewal proposal for September 30, 2021 to September 30, 2022, including the proposal from Fireman's Fund, which continues to be the competitive option, for a flat premium. She stated that the property limit was increased by three percent, which resulted in some additional premium, and that overall the premium for the package policy – including property insurance and liability insurance – increased from \$48,130.00 to \$49,008.00. Ms. Ayers noted that rates for crime insurance have increased slightly from \$1,946.00 to \$2,100.00, but that cyber liability insurance renewal as well as directors and officers insurance renewal did not increase. She noted that increases in general are not as extreme as in recent years, and that premiums for workers compensation insurance remain competitive, decreasing slightly. Ms. Ayers stated that there have been significant increases in umbrella coverage, but that the premium increased only slightly. She also stated that there have been no changes in coverage except for the three percent property limit increase, and that there have been no workers compensation claims or other claims over the last few years, but that there is some exposure for the Village owing to its proximity to the Chicago downtown area. Ms. Goodwin directed the Board's attention to a page in the Alliant presentation comparing the expiring to the renewal premiums, \$64,711.00 increasing to \$65,537.00. In response to questions from Ms. Fiacchino and Mr. Kaminsky, Ms. Goodwin stated that she budgeted a five percent increase in the insurance premium, so the stated premium increase is covered, and that HOA's policy includes the outdoor common areas, directors and officers liability coverage, cyber liability coverage, the Tot Lot and the commercial spaces. ***Mr. Berchem moved to approve the proposal submitted by Alliant Insurance Services, Inc. on August 31, 2021, for insurance policies including property and general liability, crime, cyber liability, directors and officers liability, workers compensation and umbrella coverage for the period September 30, 2021, through September 30, 2022, in the amount of \$65,537.00. Ms. Fiacchino seconded the motion, and it passed unanimously.***

The Board thanked Ms. Ayers, and she left the meeting at 7:14 p.m.

2022 Proposed Budget Distribution Approval

Ms. Goodwin reported that the Finance and Budget Committee recommends a 1.4% increase for the 2022 operating budget, as well as an increase in the pool Early Bird fee, tennis membership fee and the Alcott Hospitality Room rental rate as shown on the 2022 Proposed Schedule of Fees. She made two corrections in the pool season Early Bird rates table, and listed the various documents included in the package to be distributed to the ownership. After discussion, ***Mr. Berchem moved to approve distribution to the Sandburg Village unit owners of the proposed 2022 Sandburg Village Condominium Homeowners Association Operating Budget, which calls for a 1.4% increase in assessments, and includes the 2022 Proposed Schedule of Fees. Ms. Schneider seconded the motion, and it passed unanimously.*** Ms. Goodwin thanked the Finance and Budget Committee for its efforts in working with her to create the proposed 2022 budget.

South Pool Locker Rooms Remodeling

Ms. Goodwin recommended engaging the same contractor – VanArc – that remodeled the North Pool locker rooms. She stated that the proposal from VanArc is for \$72,342.00, higher than the estimated cost of \$65,000.00 due to an additional waterproofing membrane that she requested be installed along the perimeter of each of the pool locker room floors, noting that this membrane was added for the North Pool locker room remodeling, as well, to help reduce any leaks into the garage. Ms. Goodwin also stated that the flooring, tile and other finishes for the South Pool locker rooms will be the same as those used for the North Pool locker rooms. After discussion, ***Ms. Slattery moved to accept the proposal submitted by VanArc Contractors on October 13, 2020, including recommended materials and colors, to remodel the South Pool men's and women's locker rooms, in the amount of \$72,342.00. Ms. Schneider seconded the motion, and it passed unanimously.***

Snow Removal Contract

Ms. Barnes moved to accept the proposal submitted by Chicago Service Source, Inc., on May 11, 2021, for a one-year contract to plow and salt the Village drive lanes, turnarounds and dock areas, in the amount of \$17,500.00. Ms. Fiacchino seconded the motion, and it passed unanimously.

Tot Lot – Amend Hours of Operation

Ms. Goodwin stated that the Tot Lot hours of operation were set at 6:30 a.m. to 8:00 p.m. at the July Board meeting but that she recommends that they be changed to 8:00 a.m. to 8:00 p.m. to coordinate with Management's and the staff's schedule and routine. ***Ms. Murphy moved to approve amending the hours of operation for the Tot Lot to 8:00 a.m. to 8:00 p.m., seven days a week. Ms. Slattery seconded the motion, and it passed unanimously.***

Additional Business

Ms. Slattery stated that James House is in the midst of a façade project and that eventually work will be done on the balcony railings and membranes. She noted that scaffolding used for an earlier project ruined the trees in front of James House, such that they had to be removed and replaced. Ms. Slattery stated that the concern is that the new trees, which have matured, will also be damaged by the scaffolding used for this next project, and asked if HOA could pay for some form of protection for the trees. Ms. Goodwin responded that technicians from Bartlett Tree Experts will be on site soon and that she will consult with them regarding the James House trees and report to James Kilmer management.

DIRECTORS-MANAGEMENT FORUM

There was no Directors-Management Forum at this meeting, and there were no questions from Board members about the current Management Report.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Mr. Berchem, seconded by Ms. Schneider and unanimously approved, the meeting was adjourned at 7:29 p.m.

Respectfully submitted,


Secretary