

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
January 26, 2022**

The meeting was conducted by Zoom videoconference.

Present: Andrew Baglini – Association 1
 Stephen Paige – Association 1
 Robert Connor – Association 2
 Sarah O'Neil – Association 2
 Mary Schneider – Association 2
 Diana Levin – Association 3
 Bruce Kaminsky – Eliot
 Ula Widawska – Eliot
 Amy Lorms – 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; Marla Jackson, Vice President, and Isela Morris, Regional Director, of FirstService Residential. Barbara A. Roberts acted as Recording Secretary.

CALL TO ORDER and AGENDA REVIEW

Mr. Connor called the meeting to order at 6:45 p.m. Ms. Goodwin called the roll and declared that a quorum was present.

Ms. Jackson introduced Isela Morris, Regional Director from FirstService Residential, to the Board.

UNIT OWNER QUESTIONS AND COMMENTS

There were no questions or comments from unit owners.

ELECTION OF OFFICERS FOR 2022

John Berchem moved to nominate Robert Connor for the office of President. Barbara Fiacchino seconded the motion. There were no other nominations. Mr. Connor was elected Board President by unanimous vote.

Robert Connor moved to nominate Barbara Fiacchino for the office of Vice President. Bruce Kaminsky seconded the motion. There were no other nominations. 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. There were no other nominations. Mr. Berchem was elected Board Treasurer by unanimous vote.

Robert Connor moved to nominate Diana Levin for the office of Secretary. Nancy Slattery seconded the motion. There were no other nominations. Ms. Levin was elected Board Secretary by unanimous vote.

APPROVAL OF MINUTES

Ms. Goodwin asked if there were any additions or corrections to the minutes of the regular Board meeting held on November 17, 2021. There being none, ***Ms. Slattery moved to approve the minutes of the HOA Board of Directors meeting held on November 17, 2021, as presented. Mr. Kaminsky seconded the motion, and it passed unanimously.***

Ms. Goodwin asked if there were any additions or corrections to the minutes of the regular Board meeting held on January 12, 2022. ***There being none, Mr. Connor moved to approve the minutes of the HOA Board of Directors meeting held on January 12, 2022, as presented. Ms. Slattery seconded the motion, and it passed unanimously.***

ACTION AND DISCUSSION ITEMS

Association Entrance Pots Spring and Summer Rotations

Ms. Goodwin explained that the only changes for the spring rotation will be substituting raspberry-colored hydrangeas for pink hydrangeas for Plan B, and that for the summer rotation, the only change will be to substitute pink hibiscus for the white hydrangea topiary in Plan B. She added that the spring rotations will be installed during the third week of April as long as there is no snow in April. ***Ms. Barnes moved to accept the renderings submitted by Christy Webber & Company for the 2022 spring and summer entrance pot rotations as presented. Ms. Murphy seconded the motion, and it passed unanimously.***

Reserve Study Update

Ms. Goodwin reminded the Board that it is recommended that an updated HOA Reserve Study be performed every five years and noted that the last Reserve Study was completed in the summer of 2017 by Building Technology Consultants. She explained that the Reserve Study is a capital planning tool that assists the Board to anticipate and plan for the repair and replacement of common assets over a 20- to 30-year period. Ms. Goodwin stated that she requested an updated study from Building Technology Consultants and received proposals as well for a full reserve study from Reserve Advisors and Superior Reserve, referring to the details in a summarized breakdown of the proposals. In response to a question from Ms. O'Neil, Ms. Goodwin explained that two of the vendors provide the 30-year expenditure and cash-flow report on an Excel sheet on which she can make changes, while the third – BTC – does not, but that she was able to create her own spreadsheet based on BTC's data on which she can make changes. Mr. Berchem emphasized the importance of being able to update the study every year with work that was actually done and with the current Reserve Fund balance. Discussion ensued. Ms. Jackson explained that the consultants will discuss with Ms. Goodwin what work has been performed since the last Reserve Study was completed, and will update their findings accordingly, and Ms. Goodwin stated that additional elements can be added to a Reserve Study proposal. Mr. Berchem recommended that Klein and Hoffman be asked to submit a Reserve Study proposal, and Wiss Janney Elstner, as well, if its pricing is reasonable. The matter was tabled to allow time for Ms. Goodwin to obtain those proposals, with a vote to be taken at the February Board meeting. Discussion ensued about when review of the property for the Reserve Study would actually take place, preferably in the spring.

Alcott Hospitality Room Furniture Options

Ms. Goodwin explained that the Board has discussed seating arrangements, including a sofa, a loveseat and two armchairs, for the newly remodeled Alcott Hospitality Room, that Ms. Levin and Ms. Fiacchino have been assisting the designer in locating furniture, and that they intend to visit one more vendor. She stated that her goal is to place an order for the furniture before the February Board

meeting, such that a brief Board meeting would have to be scheduled in the interim to approve the furniture choices. In response to a question from Mr. Paige, Ms. Goodwin stated that while the room is closed for the most part because the decorating is still taking place, she has shown it to two residents who want to rent it for events and has already scheduled two summer events. In response to questions and remarks from other Board members, Ms. Goodwin stated that any Village owner or renter can rent the room, as well as the Eliot Hospitality Room, that the room is used various associations' board meetings and annual meetings, as well as for showers, parties, business meetings and book club meetings, and that she intends to promote its use via posters, the HOA website and other means. She added that the fee is \$50.00 for the Village associations and a fee for residents, as well, and that remodeling the Eliot House Hospitality Room is planned for this year. Discussion ensued about the furniture choices suggested by Dik Mueller of Dix Design Group, and Ms. Goodwin stated her intention to accompany Mr. Mueller, Ms. Levin and Ms. Fiacchino on their last furniture search.

Additional Business

Mr. Berchem reminded the Board that the two pools were originally built with diving boards, which have been removed, but that the deep ends remain, and suggested asking Wiss Janney Elstner if it is feasible to fill that in, noting that there are funds available in the Reserves. A unit owner noted that this could result in a savings in water, chemicals and heat. Mr. Connor asked Ms. Goodwin to describe to Wiss Janney Elstner what is being considered and to provide the cost to perform a feasibility study. Further discussion ensued.

PRESIDENT'S REPORT

Mr. Connor stated that he is looking forward to the year's work for HOA, to the end of the COVID-19 pandemic, and to being able to open the pools on time.

FINANCIAL REPORT

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

Operating Fund net income, current month:	\$5,058
Operating Fund net income, year to date:	\$143,917
Operating Fund balance:	\$234,284
Ratio of Operating Fund balance to one month's operating expenses:	1.6
Replacement Fund interest income, year to date:	\$20,462
Replacement Fund average CD yield:	0.62%
Replacement Fund expenses, year to date:	\$509,886
Replacement Fund balance:	\$3,595,736

Mr. Berchem stated that the end-of-year figures will be corrected as needed during the audit but that it appears that HOA ended the year in the black. He then remarked on some of the line items, including the delinquencies, and stated that the pool will also most likely end the year in the black, owing largely to the efforts of FFC. Mr. Berchem commented on the year-to-date Replacement Fund expenses and year-end balance, noting that HOA can afford to do the projects that it wants to do as well as being able to afford to cover surprise expenditures, and is in good financial condition without asking too much of Village unit owners. He credited the Management team for planning realistic, sensible budgets.

DIRECTORS-MANAGEMENT FORUM

Ms. Goodwin reported that as part of the City of Chicago Shared Sidewalk Program, HOA entered and was picked in the city's sidewalk repair lottery and consequently has been able to replace sidewalk panels around the perimeters of the South Mall, the 1300 Mall and the 1400 Mall. She stated that she entered HOA in the city's next lottery for sidewalk repairs on January, that she expects to hear from the city by April if HOA is picked again and that, if so, the next area to be repaired will be the North Mall in the JK area. Ms. Goodwin reported that Bartlett Tree Experts has been on site and will be on site next week for the seasonal pruning of the Village trees, and that the South Pool locker rooms remodeling project will continue next week with work to be done on the flooring if the temperature is warm enough for the grout to adhere properly, adding that the entrance doors will be repainted, as well.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Mr. Connor, seconded by Mr. Kaminsky and unanimously approved, the meeting was adjourned at 7:38 p.m.

Respectfully submitted,


Secretary