

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 23, 2022**

The meeting was conducted by Zoom videoconference.

Present: Andrew Baglini – Association 1
Stephan Paige – Association 1
James Lothe – Association 1
Robert Connor – Association 2
Mary Schneider – Association 2
Diana Levin – Association 3
Bruce Kaminsky – Eliot
Amy Lorms – Faulkner
Beth Murphy – Faulkner
John Berchem – Lowell
Judy Barnes – Association 7
David Beck – Association 7
Barbara Fiacchino – Association 7

Also present were Melissa Goodwin, HOA Property Manager, Tahalia Melendez, Assistant Property Manager,; and Isela Morris, Regional Director, of FirstService Residential; Dwight Bratholt, Operations Manager, Sharon Staves, Director of Management Services, and Keziah Tiede, Pool Manager, of FFC; Paul Gaudette, of Wiss Janney Elstner Associates; and Barbara A. Roberts, acting as minute taker.

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

Ms. Barnes asked Ms. Goodwin to speak with Michael Vitek, the JK Property Manager, about lighting in the area between James House and Kilmer House, noting complaints from residents about drug traffic in that area. She also mentioned the possibility of installing security cameras in the area, because the police always request camera footage. Ms. Goodwin agreed to do so. Mr. Connor mentioned an item in the alderman's newsletter stating that if security cameras meet the city's specifications, they can be linked to Chicago's Office of Emergency Management and Communications unified video surveillance network. Ms. Goodwin stated that she is aware of that option. Discussion ensued.

APPROVAL OF MINUTES

Ms. Levin asked if there were any additions or corrections to the minutes of the regular Board meeting held on February 23, 2022. There being none, ***Ms. Levin moved to approve the minutes of the HOA Board of Directors meeting held on February 23, 2022, as presented. Mr. Beck seconded the motion, and it passed, with Ms. Fiacchino and Mr. Lothe abstaining.***

PRESIDENT'S REPORT

Mr. Connor announced that the pools are opening on schedule.

FINANCIAL REPORT

Mr. Berchem reviewed with the Board the Financial Summary for the period ended February 28, 2022, as follows:

Operating Fund net income, current month:	(\$11,955)
Operating Fund net income, year to date:	\$5,006)
Operating Fund balance:	\$198,689
Ratio of Operating Fund balance to one month's operating expenses:	1.3

Replacement Fund interest income, year to date:	\$1,684
Replacement Fund average CD yield:	0.61%
Replacement Fund expenses, year to date:	\$12,940
Replacement Fund balance:	\$3,741,317

Mr. Berchem commented on the current Operating Fund net income and balance and the Replacement Fund balance. In response to questions, Mr. Berchem explained "Unearned Pool Fees" and stated that the year-to-date pool income figure is provided by FFC, but that the final figure is provided by HOA's auditor months later. He added that apparently HOA realized a profit last year but that, again, the auditor will provide the final figure.

ACTION AND DISCUSSION ITEMS

2022 Village Capital Projects Update

Mr. Gaudette reported on the following:

- General Items:
 - Driveway survey: This will be performed in the spring and will include driveways, sidewalks and other common areas, in anticipation that the creators of the Reserve Study will need information about those items.
- North Mall:
 - North Mall Expansion Joint: The Board packet includes a proposal from Bulley & Andrews Concrete Restoration with two options available. Option 2 is to replace the expansion joint seal and compression seal at the southeast corner of James House. This area between the garage-pool structure and James House moves quite a bit, such that some of the areas have come apart. The area is above some parking spaces in the garage, such that leakage can be a problem. The other option is just to perform spot repairs, but WJE recommends Option 2, for \$10,731.00.

Mr. Beck moved to accept the proposal submitted by Bulley & Andrews Concrete Restoration on September 23, 2021, for Option 2, expansion joint work at the North Mall, in the amount of \$10,731.00. Ms. Fiacchino seconded the motion, and it passed unanimously.

- Tennis Courts
 - Tennis Court Walkway: There were several old, abandoned lights in the wall on the bridge from the tennis court to the tennis court office which have corroded and allowed moisture to leak into the breezeway below. Zera Construction's cost to repair all four, combined with the work on the light pole base covers in the spring, is \$5,360.00.

After discussion, ***Mr. Connor moved to accept the proposal submitted by Zera Construction on March 22, 2022, to repair the minor leaks from the lights on the bridge into the breezeway at the tennis courts, as well as to seal the light pole base covers, in the amount of \$4,360.00. Ms. Schneider seconded the motion, and it passed unanimously.***

The Board thanked Mr. Gaudette, and he left the meeting at 6:50 p.m.

Pool Discussion

Sharon Staves, Director of Management Services at FFC, introduced Keziah Tiede, who will be the Pool Manager this year, and Dwight Bratholt, who will be the new General Manager for FFC Old Town and will assist Ms. Tiede. Ms. Staves noted that Ms. Tiede has already lined up six lifeguards for the season. She stated that most pricing will stay the same as last year's, with Early Bird Prices available from May 1 to May 27, including two free guest passes, and that there will be an increase of \$5.00 on the total package for ten daily visits and an option to purchase a 20-guest pack for \$200.00. Ms. Staves also noted that there are no changes to the Pool Rules. Discussion ensued about the hours of operation on weekdays and weekends, water aerobics, why diving from the edge of the pool is not permitted, and the Early Bird pricing for 2022. All agreed that FFC has performed very well during past pool seasons. Ms. Staves stated that FFC will offer Sandburg Village residents an "evergreen" enrollment fee of \$145.00 instead of the standard fee of \$250.00, which could act as an incentive to live in the Village, and will also market the pool to nonresidents. Ms. Goodwin stated that FFC's Onsite Registration Schedule for lobby sign-ups is now available, that there will also be a door drop for each association at the end of April, and that the flyer with the QR code will also be distributed to each association for posting.

The Board and Management thanked Ms. Staves, and she left the meeting at approximately 7:18 p.m. During the Pool discussion, Ms. Morris left the meeting at 7:00 p.m.

Pool Membership and Rules Form

Mr. Beck moved to approve the 2022 Sandburg Pool Season membership form and pool rules with changes to the pool closing hours, and the addition of the dates that those changes will take effect. Ms. Schneider seconded the motion, and it passed unanimously. In response to a question from Mr. Baglini, Ms. Goodwin confirmed that the 2022 pool season will extend from May 28 through September 5.

Tennis Center Membership and Rules Form

Ms. Goodwin stated that the 2022 tennis season begins on Friday, May 6, and continues through Sunday, October 23, that registration begins on Monday, April 18, in the HOA Office, with the membership fee to be reduced by half on August 1, and that the membership fee has been increased by \$5.00 to offset the costs of power washing, supplies, maintenance, and any repairs needed. She added that no new rules were added, and that the guidelines pertaining to COVID-19 will be based on the recommendations of the Centers for Disease Control and Prevention. Ms. Goodwin also stated that the tennis courts will be open from 8:00 a.m. to 9:00 p.m., that information about the new fobs is included on the form, and that liability issues prevent any arrangement with the Latin School for use of the tennis courts. In response to a question from Ms. Fiacchino about use of the drinking fountain, Ms. Goodwin stated that there has been no mention from the CDC about using drinking fountains, that the

U. S. Tennis Association rules are being followed, and that she will monitor those rules in case they are changed. ***Mr. Connor moved to approve the 2022 Sandburg Tennis Center Membership and Waiver Form as presented. Mr. Beck seconded the motion, and it passed unanimously.***

Pool Furniture Replacements

Ms. Goodwin referred to a proposal from Admiral Furniture for the purchase and delivery of several items of pool furniture, consistent in style and color with what has been purchased from Admiral in the past. She stated that this is a capital expenditure for which \$7,800.00 was budgeted, and that the budget will be adjusted for 2023. Ms. Goodwin explained that at HOA's request, FFC took an inventory of all the pool furniture. Mr. Beck suggested that the pool guards be directed to secure the furniture when a storm is imminent. ***Ms. Murphy moved to approve the proposal from Admiral Furniture submitted on March 17, 2022, for the purchase and delivery of 25 chaise lounge chairs, 12 stacking chairs, 5 umbrellas, 3 black tables and 3 black bases for use at both the North Pool and the South Pool, in the amount of \$15,561.13. Mr. Kaminsky seconded the motion, and it passed unanimously.***

Spring 2022 Village Landscaping Proposals

With reference to the Christy Webber proposals, Ms. Goodwin noted that they do not cover the entire scope of landscaping to be considered, and that recommendations to add or remove landscaping in a few more areas will be presented at the next Board meeting. She stated that the proposals at hand cover sod, dog run gravel, and plantings for the 1400 North LaSalle townhouse carport planter and various planters in the 1400 mall. Discussion ensued about mulch and the sodded areas. ***Ms. Fiacchino moved to accept the proposal submitted by Christy Webber & Company on March 15, 2022, for the installation of new sod in designated areas, in the amount of \$8,715.07. Ms. Schneider seconded the motion, and it passed, with Mr. Beck opposed.***

Ms. Barnes moved to accept the proposal submitted by Christy Webber & Company on March 15, 2022, for the installation of dog run gravel, in the amount of \$2,110.00. Mr. Beck seconded the motion, and it passed unanimously.

Mr. Kaminsky moved to accept the proposal submitted by Christy Webber & Company on March 17, 2022, for the installation of plantings at the 1400 North LaSalle Townhouse carport planter section, in the amount of \$2,601.10. Ms. Schneider seconded the motion, and it passed unanimously.

Ms. Barnes moved to accept the proposal submitted by Christy Webber & Company on March 18, 2022, for the installation of plantings in various 1400 mall planters, in the amount of \$2,127.74. Mr. Beck seconded the motion, and it passed unanimously.

Cummings-Dickinson Mall Request

Mr. Lothe described the two events that the Association No.1 Activities Commission would like to hold in the 1300 Mall. He stated that there will be prepared food instead of grilling on the plaza, along with beer, wine and assorted soft drinks, with no glass, and a small musical group, and that the overall event duration will be from 5:00 to 9:00 p.m. Mr. Lothe further stated that both events are subject to approval by the C-D Board at its March 24 meeting, and that the association has held many similar events in the past and hopes for approval of these two events. After discussion about the Façade Project scaffolding on the 1300 Mall, ***Mr. Lothe moved to approve the request from CSVCA No.1 to hold events on the 1300 Mall on April 23, with a rain date of April 24, and on May 21, with a rain date of May 22, both events to be held from 5:00 to 9:00 p.m., subject to provision of the required evidence of insurance coverage to HOA Management in advance. Mr. Kaminsky seconded the motion, and it passed unanimously.***

Hospitality Rooms Rental Discussion – CSVCA No. 1 C/D Request

Mr. Lothe explained the request from Cummings-Dickinson to allow rental of the Alcott Hospitality Room for use by their residents as a quiet place to sit or work from 8:00 a.m. to 5:00 p.m. on weekdays while the C-D Façade Project drilling is taking place near their units, noting that the C-D Board will discuss this matter at its meeting on March 24. He stated that the suggested payment for this use of the room would be a volume discount rate of \$50.00 per day, and that the C-D Board will probably not commit to this arrangement for more than one month at this time because it is not known what the demand for this accommodation will be. Discussion ensued about details of the proposed arrangement, such as how Management would deal with matters including provision and monitoring of key fobs, inspection of the room at the beginning and end of each day, and checking with legal and insurance advisers. All agreed that use of the room by a resident for a private event would take precedence, with advance notice to C-D Management of such an event. Mr. Connor advised that any conflict between users of the room must be referred to C-D Management, not to HOA, and that no pets would be allowed. Further discussion ensued. Ms. Goodwin described the legal and insurance documentation that must be involved in the arrangement, as well as a written agreement. ***Mr. Lothe moved to approve a fee of \$50.00 per day to be charged to CSVCA No. 1 to rent the Alcott Hospitality Room on weekdays from 8:00 a.m. to 5:00 p.m., subject to a written agreement provided by HOA's legal counsel, evidence of insurance naming HOA as additional insured on Association No.1's policy, and the precedence of rental for a private event. Ms. Schneider seconded the motion, and it passed unanimously.***

Additional Business

Following an explanation by Ms. Goodwin, ***Ms. Fiacchino moved to approve the Change Work Orders submitted by VanArc Corp. Contractors on March 21, 2022, to return the matte gray penny mosaic tiles and order Daltile Keystones suede gray speckle square mosaic floor tiles for the South Pool women's and men's locker rooms, in the total amount of \$8,976.00. Mr. Beck seconded the motion, and it passed unanimously.***

Following an explanation by Ms. Goodwin, ***Mr. Connor moved to approve the proposal submitted by WTK Construction, Inc., on March 2, 2022, for demolition and clean-up in the former daycare commercial space, in the amount of \$12,500.00. Mr. Kaminsky seconded the motion, and it passed unanimously.*** Discussion ensued.

In response to a request by Ms. Barnes, Ms. Goodwin agreed to change one of the dates on the pool sign-up form for James House.

DIRECTORS-MANAGEMENT FORUM

Ms. Goodwin stated that she will poll the Board regarding a Board meeting on either April 13 or April 20.

RECESS TO EXECUTIVE SESSION

The meeting was recessed to Executive Session at 8.07 p.m.

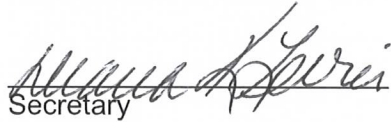
RECONVENE TO OPEN SESSION

The meeting was reconvened to Open Session at 8:09 p.m. ***Mr. Paige moved to approve the request from the tenant of account CS1073-1014-01 for the lease renewal as presented. Ms. Schneider 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 Mr. Berchem and unanimously approved, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,


Secretary