

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 25, 2023**

The meeting was conducted by Zoom videoconference.

Present: Andrew Baglini – Association 1  
Jim Lothe – Association 1  
David Ruhland – Association 1  
Robert Connor – Association 2  
Mary Schneider – Association 2  
Betsy Stelle Morgan – Association 3  
Bruce Kaminsky – Eliot  
Jonathan Tshiamala – Eliot  
Beth Murphy – Faulkner  
John Berchem – Lowell  
Louise Pauly – Lowell  
Barbara Fiacchino – Association 7  
Marcie Johnson – Association 7  
Nancy Slattery – Association 7

Also present were Melissa Goodwin, HOA Property Manager; Tahalia Melendez, Administrative Assistant; and Isela Morris, Regional Director, of FirstService Residential, Paul Gaudette of Wiss Janney Elstner Associates, Inc.; and Barbara A. Roberts, acting as minute taker.

**CALL TO ORDER and AGENDA REVIEW**

Mr. Connor called the meeting to order at 6:43 p.m. Ms. Goodwin called the roll and declared that a quorum was present. She introduced herself; Isela Morris, Regional Director from FirstService Residential; Tahalia Melendez, Administrative Assistant; and Barbara A. Roberts, minute taker.

**UNIT OWNER QUESTIONS AND COMMENTS**

In response to a question from Jacque Ehrlich about the Chicago Shared Cost Sidewalk Program, Ms. Goodwin stated that she has submitted another application to the program for 2023 but has received no commitment as to a start date for the program. She added that she will inform everyone if HOA is accepted for the 2023 Sidewalk Program.

**APPROVAL OF MINUTES**

Mrs. Roberts asked if there were any additions or corrections to the minutes of the regular Board meeting held on November 16, 2022. There being none, ***Ms. Fiacchino moved to approve the minutes of the HOA Board of Directors meeting held on November 16, 2022, as presented. Mr. Ruhland seconded the motion, and it passed, with Ms. Johnson abstaining.***

### **ELECTION OF OFFICERS FOR 2023**

Ms. Goodwin stated that all those who served as Board officers in 2022 have agreed to hold the same offices in 2023. ***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.***

***John Berchem 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. Mary Schneider 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.***

### **PRESIDENT'S REPORT**

Mr. Connor thanked all those who served on the Board in 2022 and helped accomplish the many tasks facing the Board, and thanked the staff of the HOA Management Office, noting in particular Ms. Goodwin's outstanding contribution. He expressed his hopes for a better year in 2023 and the twilight of the COVID-19 pandemic.

### **FINANCIAL REPORT**

Mr. Berchem reviewed with the Board the Financial Summary for the period ended December 31, 2022, as follows:

|  |             |
|--|-------------|
| Operating Fund net income, current month:                          | (\$88,913)  |
| Operating Fund net income, year to date:                           | \$181,591   |
| Operating Fund balance:  | \$102,922   |
| Ratio of Operating Fund balance to one month's operating expenses: | 0.7         |
| Replacement Fund interest income, year to date:                    | \$28,569    |
| Replacement Fund average CD yield:                                 | 1.30%       |
| Replacement Fund expenses, year to date:                           | \$501,960   |
| Replacement Fund balance:  | \$4,151,701 |

Mr. Berchem commented on the year-to-date adjusted net income and on the Replacement Fund balance, noting that the Association's financial position is solid. He added that Ms. Goodwin is handling the current issue with FFC extremely well.

## ACTION AND DISCUSSION ITEMS

### 2023 Village Capital Projects

Mr. Gaudette reported that WJE completed its survey of the undersides of the five malls and the Tennis Court slab with regard to the garage ceilings of the six associations whose garages are beneath the malls, and found that some areas of loose or spalled concrete need to be removed from each one. He stated that Zera Construction provided a proposal for that work. Mr. Gaudette also stated that discussions were held with the garage attendants or building engineers regarding leaks and loose concrete, noting that the recently repaired North Mall appears to require no work, a few spots were noticed on the underside of the tennis courts, and the South Mall, the CD Mall, the AB Mall and the Schiller Mall will each require from one to three days of work. He added that work will be performed on each mall, one after the other, and that some cars will have to be moved out of the way for the work, which will most likely begin in March. Ms. Goodwin pointed out that the work on the underside of the tennis courts is not included in the Zera proposal, that an allowance was provided for additional days of work, and that she will ask Zera to adjust its proposal. ***Ms. Fiacchino moved to accept the proposal submitted by Zera Construction on January 17, 2023, for miscellaneous pick and clean work on sections of the Lowell, CSV #2, CSV #1, Eliot and Faulkner garage ceilings, at a cost of \$28,040.00. Mr. Ruhland seconded the motion, and it passed unanimously.***

Mr. Gaudette continued his report:

- South Mall:
  - South Pool: Damage on the underside of the pool should be repaired after being picked and cleaned, but this will be considered at another time because of its impact on the townhouses above the garage. The concrete and sealant work is completed.
- AB Mall:
  - The driveway work has been deferred to 2023.
- CD Mall:
  - WJE has been involved only peripherally on the Sandburg side.
- North Mall:
  - Zera has temporarily covered the warranty work and will complete it in the spring.

Mr. Lothe asked about the Dickinson driveway work. Ms. Goodwin stated that this will be reviewed before spring.

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

### Association Entrance Pots Spring Rotation and Replacement Trees

Ms. Goodwin referred to Christy Webber's proposed displays for 2023, stating that the only change from last year's displays was substituting kalanchoes for begonias. She stated that Christy Webber estimates that the installations will take place during the third week of April, weather permitting. Ms. Goodwin also referred to the proposed installation of two serviceberry trees at the corner of Schiller and LaSalle and one serviceberry tree in the South Mall. She added that there is no additional cost for the work on the association entrance pots, which is already included in the current agreement with Christy Webber, such that the only cost is for replacing the trees. ***Ms. Murphy moved to accept the renderings submitted by Christy Webber & Company for the 2023 spring rotations as well as the proposal for replacement trees submitted on October 19, 2022, in an amount not to exceed \$4,889.38, as presented. Ms. Johnson seconded the motion, and it passed unanimously.***

### **Pool Furniture Replacement**

Ms. Goodwin stated that she did contact other pool furniture suppliers besides Admiral Furniture and will purchase new umbrellas from PatioContract, but that Admiral will supply the remaining furniture for less money. She added that the umbrella holders purchased last year have arrived this year, and that PatioContract offers the same umbrellas and the same warranty for a lower cost than Admiral does.

Ms. Goodwin noted that these are capital expenditures, for which \$40,000.00 was budgeted, including the option to purchase two new wheelchair lifts and a new water fountain at the North Pool. She added that the total for the furniture and umbrella replacements will be \$12,659.30. Discussion ensued. ***Mr. Berchem moved to approve the proposal submitted by Admiral Furniture on January 12, 2023, for the purchase and delivery of 15 chaise lounge chairs, six stacking chairs and three black tables, in the amount of \$9,382.09, and the purchase from PatioContracts of nine umbrellas, in the amount of \$3,277.21, for use at both the North and South pools. Ms. Schneider seconded the motion, and it passed unanimously.***

### **South Pool Bowl Repainting**

Ms. Goodwin reported that she contacted several vendors and received a response from one that was referred by a contractor used by Wiss Janney Elstner, Nedrow Decorating, which has worked on other pools and which recommends changing the interior color from white to blue. She added that the color most recommended and used is "Clear Sky" and referred the Board to a sample of the color.

Discussion ensued about the color. Ms. Goodwin stated that she will request application of a test patch, which can be done when the temperature exceeds 45°. Further discussion ensued. Ms. Goodwin agreed to ask the contractor for test patches of two colors – "Fountainbleau" and "Clear Sky." ***Mr. Berchem moved to approve the proposal submitted by Nedrow Decorating, Inc. on October 25, 2022, to power wash, epoxy coat and paint the South Pool bowl in a color to be determined and to repaint the lap lines in black, in the amount of \$19,250.00. Ms. Schneider seconded the motion, and it passed unanimously.***

### **Eliot Hospital Room Remodeling**

Ms. Goodwin stated that she obtained bids from five general contractors, rather than from designers, for work based on the template of the work performed in the Alcott Hospitality Room. She added that she allotted \$7,500.00 for furniture, leaving \$92,500.00 for the remodeling, and directed the Board's attention to a summary of the offerings from the five contractors. Ms. Goodwin also provided a summary of the scope of work and explained her recommendation to engage PC5 based on its pricing as well as its knowledge about design aspects for similar projects. She added that there will be an additional charge of approximately \$1,400.00 to relocate one of the fire alarms, that PC5 might be able to start the project in three to four weeks, and that it should take two to three months to complete. Discussion ensued about the use of the two hospitality rooms, the value of the rooms as an amenity, using a color palette for the Eliot House Hospitality Room that is different from the one used in the Alcott Hospitality Room, and improving the way the two rooms are marketed, including a new marketing flyer. ***Ms. Fiacchino moved to approve the proposal submitted by PC5 Company on November 3, 2022, for remodeling the Eliot House Hospitality Room, in the amount of \$85,135.00. Mr. Kaminsky seconded the motion, and it passed, with Mr. Baglini abstaining.***

### **Additional Business**

Ms. Goodwin stated that she had no additional business to present for discuss.

### **DIRECTORS-MANAGEMENT FORUM**

Ms. Goodwin presented her Management Report, the Security Report and the Engineer's Report, about which there were no questions or comments.

**RECESS TO EXECUTIVE SESSION**

The meeting was recessed to Executive Session at 7:35 p.m., at which time Mr. Baglini and Ms. Morgan left the meeting.

**RECONVENE TO OPEN SESSION**

The meeting was reconvened to Open Session at 8:30 p.m. After discussion, ***Mr. Lothe moved to offer one additional month of rent abatement to Dr. Reena Shah on her lease agreement for a Bryant House commercial space, and that the Association pay up to \$4,817.00 for storage of the contents of the 18 lockers that will be affected by the buildout of Dr. Shah's space. Mr. Kaminsky 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 Ms. Schneider and unanimously approved, the meeting was adjourned at 8:32 p.m.

Respectfully submitted,

  
Secretary

