

**SANDBURG VILLAGE HOMEOWNERS ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**MARCH 25, 2009**

HOA's Alcott House Hospitality Room, 1460 North Sandburg Terrace, Chicago, Illinois 60610

Present: Marilyn Hartman - Association 1

Mary Murtaugh - Association 1

John S. Santoro - Association 1 (arrived 7:04 p.m.)

Robert Connor - Association 2

David Guilbert - Association 2

Mary Beth Wheeler - Association 2

Geoff Kelly - Association 3

Thais Hayum - Eliot

Virginia Rako - Eliot

David Farr - Faulkner

Debbie Adasiak - Lowell

Louise Pauly - Lowell

Dave Beck - Association 7

Marcie Johnson - Association 7

Jack Vedra - Association 7

Also present were Steve Habib, Property Manager, and Julie McCracken, Site Supervisor, of Draper & Kramer, Inc. Barbara A. Roberts acted as Recording Secretary.

**CALL TO ORDER / AGENDA REVIEW**

Mr. Vedra declared that a quorum was present and called the meeting to order at 6:31 p.m.

There were no changes to the Agenda.

**UNIT OWNER COMMENTS**

A unit owner thanked Management for installation of a "No Parking - Tow Zone" sign between Eliot House and the Jewel Food Store. He commented that the "doggie pot" in the dog run nearest Eliot House is placed too far back on the pea gravel area. He then stated that he had several ideas for alternative locations for the new dog run, and was asked to wait to reveal them until the new dog run was discussed as part of the agenda. Another unit owner asked if paving stones might be installed in a path leading to the doggie pot. She also remarked that it is difficult to reach the dog run because the artist studio gates are locked. Mr. Habib stated that the doggie pot was placed at the rear of the dog run in an effort to discourage theft of the waste bags. A brief discussion ensued about the locked artist studio gates; Mr. Vedra stated that the Board will look into the matter.

**APPROVAL OF MINUTES**

Ms. Hartman asked if there were any additions or corrections to the minutes of the regular Board meeting held on January 28, 2009. There being none, Ms. Hartman *moved that the minutes of the regular Board of Directors meeting held on January 28, 2009, be approved as presented.* Mr. Beck seconded the motion, and it passed unanimously.

Sandburg Village Homeowners Association Board Meeting Minutes

March 25, 2009

Page 2 of 4

**FINANCIAL REPORT**

In the absence of the Treasurer, Ms. McCracken and Mr. Habib reported briefly on the financial statement for the period ending February 28, 2009, noting that the decrease in the Operating Fund balance was largely due to late payments by the individual associations, and that the unusually high Expense figure included the real estate tax and snow removal service payments.

The Association's financial condition at February 28, 2009 was as follows:

Operating Fund net income, current month:

Operating Fund net income, year to date:

Operating Fund balance:

(\$29,714)

(\$33,444)

\$176,953

\$4,214

\$1,345,547

\$4,585

\$2,606,927

Replacement Fund interest income, year to date:

Replacement Fund balance:

Village Mall Fund interest income, year to date:

Village Mall Fund balance:

**ACTION AND DISCUSSION ITEMS**

Preparation for the 2009 Pool Season

Mr. Vedra introduced Mr. Josh Leve and Mr. Gale Landers from Fitness Formula Clubs Old Town, which manages HOA's pool operations. Mr. Leve presented membership and revenue information for the 2008 pool season. He also presented the 2009 application form, showing the same hours and charges as last year; the proposed rules for the 2009 season, with two new rules added; and the 2009 season budget. He explained that the budget is based on very conservative revenue estimates, taking into account the current state of the economy.

Discussion ensued, including a unit owner's comments on the condition of the South Pool and the large number of children using it, and questions about HOA's liability insurance coverage.

Mr. Leve then presented a list of recommended purchases for the pool, including tables and umbrellas, the total cost of which is less than Mr. Habib's spending limit. Mr. Habib stated that fans will be installed in the locker rooms to improve ventilation, and that early registration will begin in April. Mr. Leve agreed to investigate the possibility of reusing pool membership cards if they can be reactivated. Mr. Vedra thanked Mr. Leve and Mr. Landers for their presentation.

During the pool season discussion, Mr. Santoro joined the meeting.

Preparation for the 2009 Tennis Season

At Mr. Habib's request, Ms. Murtaugh briefed the Board on planned improvements to the tennis courts, one of which is greater than Mr. Habib's spending limit, and why they are needed. Mr. Habib added more detail about the upgrades. Mr. Connor suggested charging a fee for use of the tennis courts to support the expense of the upgrades. Discussion ensued about the condition of the wooden steps that separate the courts, and about whether or not to charge fees, with the consensus being not to do so. Mr. Beck *moved to approve the proposal submitted by J&M Fence on March 9, 2009, to furnish and install four steel posts and two steel cables in the tennis courts, in the amount of \$3,929.00.* Ms. Johnson seconded the motion, and it passed unanimously.

Sandburg Village Homeowners Association Board Meeting Minutes

March 25, 2009

Page 3 of 4

At this point, Mr. Beck suggested that the Board consider raising Mr. Habib's spending limit, noting that the limit at most other associations is higher than HOA's. Mr. Vedra agreed and asked that a motion to raise the limit be prepared for the next Board meeting. Mr. Santoro explained how the spending limit works.

Proposed Goethe Dog Run

Mr. Habib explained Management's proposal to install a new dog run on the north side of

Goethe Street, just east of the east exit of St. Paul Evangelical Lutheran Church, to replace the dog run on Goethe that was removed. A lengthy discussion ensued, with several suggestions made for other locations for the proposed dog run. Because several of the suggested sites would be on the Eliot House block, Mr. Beck suggested that the matter be brought up before the Eliot House Board of Directors; Mr. Vedra concurred and asked the Eliot representatives to discuss the matter with their Board.

#### Replacement Reserve Schedule

Mr. Vedra directed the Board's attention to the Replacement Reserve Schedule submitted by LM Consultants, noting that it is very detailed. Discussion ensued about the Schedule and about the need for information about how much to contribute to HOA's Reserve Fund in order to maintain appropriate fund levels for replacing components according to the Schedule. Mr. Habib stated that he would ask LM Consultants for a cash flow analysis, upon receipt of which the Schedule would be resubmitted for Board approval. Further discussion ensued about needed repairs to the South Pool mall, especially with regard to the leaks in the Eliot garage. Management was directed to solicit bids from Klein & Hoffman, Kellermeyer Godfry Hart, and Wiss Janney Eltner to evaluate the South Pool-Eliot garage project.

#### Proposed Fencing Sites

Mr. Vedra provided details about the proposed sites for new fencing. Mr. Beck suggested that it would make more sense to repair and paint the Village's existing fencing and make provision for maintaining the fencing than to add more fencing at this time. Mr. Habib agreed with the necessity to paint the existing fencing but cautioned that HOA's reduced Maintenance staff is too busy to do the work properly; Mr. Kelly stated that he could supply the name of a good fence painting contractor. Mr. Vedra stated that the new fencing project would be put on hold for the time being in order to deal with fence maintenance.

#### Renewal of Landscape Consultant Contract

Mr. Habib commended the work that Mr. Bernard Jacobs of Jacobs/Ryan Associates has done so far and recommended approving the proposed Landscape Services Agreement. Ms. Johnson moved to approve the Landscape Services Agreement submitted by Jacobs/Ryan Associates Landscape Architects on March 2, 2009, to provide continued 2009 seasonal landscape consulting services. Mr. Kelly seconded the motion, and it passed unanimously.

#### HOA Office and Maintenance Staff Two-Way Radios

Mr. Habib explained the need for new two-way radios for the staff, noting that the new radios can be used with the existing desktop chargers. Ms. Rako moved to approve the proposal submitted by Bear Wireless Worldwide on March 6, 2009, for the purchase of seven ICOM F60 two-way hand-held radios, including a two-year parts and labor warranty, in the amount of \$3,128.90. Mr. Santoro seconded the motion, and it passed unanimously.

Sandburg Village Homeowners Association Board Meeting Minutes

March 25, 2009

Page 4 of 4

#### DIRECTORS/MANAGEMENT FORUM

- Mr. Habib reported that the concrete repairs to the entryway of Potash Bros. Market will be made soon and that HOA needs to approve them; it was agreed that this could be accomplished via e-mail.
- Mr. Beck reported on James-Kilmer's actions with regard to the ComEd vault repairs, stating that Klein & Hoffman has examined Meade Electric Company's bid and has found it to be accurate, but that Meade has now requested \$10,000.00 to cover activities it must undertake at the behest of the City of Chicago Department of Underground Affairs.
- Ms. Wheeler asked about the slip-and-fall incident mentioned in the Management Report. Mr. Habib and Mr. Beck provided some details about the incident and the ensuing lawsuit.
- Ms. Wheeler asked about the "Virginia Graeme Baker Pool and Spa Safety Act." Ms. McCracken explained what it is.
- Ms. Rako asked about the graffiti on Eliot House mentioned in the February-March Security Report. Mr. Habib stated that the graffiti was removed.
- In response to a question from Ms. Johnson, Mr. Habib stated that he is aware that some graffiti recently appeared on some of the Village fencing, and that it has been removed.

#### ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,  
SIGNED Marilyn Hartman  
Secretary