

Rookwood Gardens Board Meeting Minutes, March 2020

Date: March 2, 2020

Location: East Laundry Room at Rookwood Gardens Coop

Time: 7:00pm Central

Present:

Mary Beth Corbett, Board President
Dan Rosenthal, Board Vice President
Maryam Kazemzadeh-Atoufi, Board Secretary
David Walker, Board Treasurer
Lauren Lopez, Board Member
Annie Kuhlman, Board Member

Aida Kovacevic, Cagan

Agenda:

Bids from Roofing Groups: 6:30pm

- The board heard in person bids from three groups: IRCA, ACG, Hicks
- Unanimous board approval to replace the roof with the Hicks group provided the official bid is not outrageously high.

Call to order: 7:42pm

Approval of prior meeting minutes (Feb 2020)

The minutes of the previous meeting were approved by Dan, Annie, Mary Beth, and Maryam.

Manager's Report

- Account balances as of 01/31/2019:
 - Operating \$112,910.06 / Reserve Combined: \$335,463.84
- Project updates
 - Boiler Updates - *In process*
 - The new boiler has been online for several weeks now and all the controls are installed and running. We have the new boiler running near full capacity like the old one until the orifice plates can be installed on the radiators. Then we will need to adjust the controls so the new boiler will modulate its capacity based on the outdoor temperature and only fire up the old boiler in extreme weather if needed. There will need to be some tweaking of the modulation controls after the system has been running for a while, so this will probably need to take place into the next heating season.

- The Steam Whisperer was out two Fridays ago to locate and inspect all the steam main traps. I have yet to receive a report on their condition but will provide as soon as I do. This may further improve the performance of the system this season, depending on the condition of the traps at that tie.
 - They want to look at this winter's fuel bills since they removed the old boiler, as they should much better reflect the necessary fuel usage of the system. The old leaking boiler was wasting massive amounts of heat, so they expect fuel usage to be much lower after the old boiler was removed. They also need this data to better size the new parts for the radiators.
 - The old boiler needs a serious cleaning, as all the leakage of the other boiler has taken quite a toll on the boiler. It probably has extensive lime and rust buildup inside.
 - The isolation valves on the old boiler should also be serviced so it can be isolated from the system. For best efficiency, the old boiler should be isolated from the system and can then be reconnected only in extreme weather, if it is needed at all to heat the building.
 - The return manifold piping between the boilers is starting to leak, so some minor re-piping needs to be completed soon.
 - There may be a few issues to sort out on the vacuum pump to control them properly.
 - Board to consider extra work bid provided by Steam Whisperer on 2/24
- Automatic Garage Door Opener / motor for door #8 - *In Process*
 - *Raynor Door will be scheduled to complete the installation of the garage door operator for a total of \$550 and will provide 2 remotes.*
- Structural engineer bids for roof RFP - *Pending*
 - \$9,915 + additional fees for graphics, solar design and site visits and **Klein & Hoffman**: \$18,000 + \$2,400 to contractors for bidding, historic preservation services, feasibility study of solar collectors and bidding assistance and services during construction. **Illinois Roof Consulting Associates**: \$16,550 which includes the specifications, quality compliance inspection while work is in progress and material testing for asbestos.
 - In addition we have also reached out to **Hicks Architectural Group** to solicit a bid. Hicks along with ACG group and Illinois Roof Consulting Associates will be in attendance at the meeting starting at 6:30pm. All owners are welcome to listen in on the discussion. Klein & Hoffman was unable to attend the meeting, but the Board is looking to schedule a conference call with them to gather information.
 - Unanimous vote for move forward with Hicks after hearing all bids. Board to wait for formal bid and then proceed.
- Window/pane repairs
 - *S3 window pane repairs pending - Darcey spoke with shareholder directly and both agreed to wait to complete in the spring.*

- *East laundry room window has been re-framed and installed by Darcey.*
 - *Darcey has notified me that they will begin work on the window in the garden area on April 15th, weather depending. This work will include the exterior of the windows. The pockets of all interior faces are extra to each owner. Will send out notices as we near the start date.*
 - Back concrete approved repairs (QRI) - *pending*
 - *Remaining work - work is on hold until spring per company due to scheduling*
- Old business from the board
 - Proprietary lease and bylaw document edits/updates
 - Board is focusing for now on the lease.
 - **Board to look at the proprietary lease by next meeting.**
 - Garden Unit Status
 - Board has received an offer to rent by a young couple with a son. Board does not have access to the application.
 - Board voted to move forward with an interview with the idea to rent for a year and then plan to renovate and put it for sale after the tenants leave.
 - **MB to schedule an interview.**
 - S2 Water Damage Update
 - Work pending scheduling with plumber.
- New business from the Board
 - **Dan to send pet deposit responses to Aida.**
 - **Aida to look into a comcast bulk deal for cable and/or internet for the building. Survey to be sent out to residents.**
 - C2 (1 bedroom) has been listed for sale.
 - Dave Galloway has water coming into his apartment through the wood window sills (physical photos provided, scans using CamScanner attached at the end). Board would like to define a standard procedure to handle these types of repairs.
 - **Aida to get a bid from Darcey to redo the wood and give a recommendation of what to do. Then Board to proceed with the cladding project, starting with the back sills of the alley.**

Next board meetings: April 6th at 7pm, May 4th at 7pm

Adjournment: 8:35pm

Action Items bolded in the minutes.

Meeting minutes submitted by: Maryam Kazemzadeh-Atoufi

Meeting minutes approved by: unanimous board approval

PHOTO 1.
Representative sill.



PHOTO 2.
Representative sill



PHOTO 3.
Representative sill.



Alley window sill deterioration

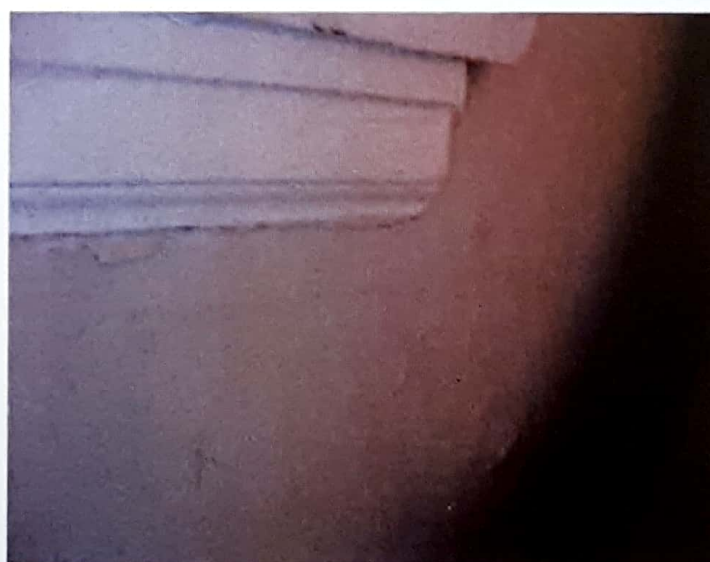
PHOTO 4.
Representative sill.



PHOTO 5.
Representative sill.



PHOTO 6.
My Den wall.
Taken October 2018



Alley window sill deterioration

PHOTO 7.

My Den wall.
Taken October 2018



PHOTO 8.

My Dining Room wall
Taken January 2017



PHOTO 9.

My Dining Room wall
Taken January 2017



Alley window sill deterioration