

# Chicago Market Board Meeting

July 10, 2023

Minutes by: James Gignac

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## Call to Order

With a quorum identified, this meeting was called to order by Matthew Ruffi on July 10, 2023, via Zoom at 7:05pm.

## Roll Call

- Board Members in Attendance:
  - Chris Burns
  - Dana McKinney
  - Donna Curtin
  - Grant Kessler
  - Howie Bollinger
  - James Gignac
  - John Law
  - Kate Grimm
  - Matthew Ruffi
- Board Members Absent:
  - Anthony Todd
  - Sonia Lewis
- Chicago Market Staff Present
  - Dan Arnett (General Manager)
- Owners/Guests:
  - Karen Naranjo
  - Leah Robinson

## Agenda

- [Public Agenda](#)

## Order of Business

### Meeting Intro

- Matthew opened by stating that we are now at 2,334 Owners. Chris requested reporting the change in Ownership numbers that occurs between meetings. Matthew noted that Argyle Night Market began last week. We will be participating in

some but not all of them this year. Matthew also shared that he has accepted a position directing the Link Up Illinois LINK match program.

### Topic: Consent Agenda Items

- James made a motion to approve the consent agenda items. Matthew seconded. Without objection, the consent agenda items were approved.
  - Items were:
    - i. Approval of June 5, 2023, Meeting Minutes

### Topic: Recording of Basecamp Votes

- James read into the record the following Basecamp votes undertaken by the Board:
  - There were no Basecamp votes to read into the record.

### Topic: Quarterly Review of Refund Policy

- Matthew moved to retain the current policy of not offering Ownership refunds. Grant seconded. The motion passed with a vote of 9 yes and zero no.

### Topic: Treasurer's Report

- Kate is still awaiting last month's financial reports from Eldon. We are also awaiting resolution of insurance policy billing errors. The team is working to finalize the budget before submitting for review. Eldon is working with new budget numbers, and StoreMasters is also working on revised equipment numbers.
- Chris inquired on when the Board will be able to review operating budget numbers. Kate committed to being able to review for August meeting.
- Shared Capital is fully closed and the funds are in our bank account. SloFig is working on repayment schedules for us. Paperwork has been submitted to NCB for the next step in that loan process.

### Topic: Project Management Office (PMO)/Team Reports

- Grant: asked about PMO project update in the reports; Karen will update for the next meeting. On Site Development, there is reference to paid completion of a project, which was for our environmental assessment. On Store Buildout, Grant asked about ComEd delay. Dan stated that we submitted to the ComEd load committee in June and that we should be in good shape but do not have approval yet.
- Regarding permitting, Dan stated that we are trying to clear a site survey requirement. John noted that permitting could likely take 90 days. We should communicate with the CTA on timing regarding permitting.

- On the basement waterproofing, we are having the contractor visit in late July to review the situation.
- Status of reserve fund: the LLC has been established and we are in discussions with NCB about setting up accounts.
- John: we can likely expect additional costs from the City regarding lead and water pipes issues. We can also expect a water main assessment. John will inquire with the City on this.
- Matthew reported that the City has addressed east side of Broadway sewer issues.
- Matthew also noted the Basecamp discussion on volunteer needs. On Stewardship team, help is needed for parking lot clean ups.

### Topic: General Manager Report (Q&A)

- On steel remediation, Dan is awaiting receipt of additional funds to move forward. Grant suggested we should go ahead and seek quotes for the work.
- For ordering the elevator, we need to receive final documentation from ComEd to move forward.
- Regarding status of marketing hire, Dan stated that he and Sonia will be meeting soon on next steps.

### Topic: Open Forum for Non-Agenda Items/Updates

- Kate noted we have 8 new Owners through the Grant Program.
- Matthew noted that Uptown Farmers Market was canceled on June 28 due to air quality issues, and closed early on July 5 due to lightning and storms. We continue to have positive feedback on the market and things are going well at Sunnyside Mall location.
- We are aware that there has been an uptick in violence around Uptown. Matthew is communicating with the CAPS team and Alderman's office.
- Dana reported that two Owners have expressed interest in running for the Board, and conversations are occurring at Uptown Farmers Market as well.
- James will send around a scheduling poll on Basecamp regarding our September meeting date since that falls on Labor Day.

### Topic: Owners' Forum

- No additional items were raised.

## Closing

- James made a motion to adjourn the meeting. With no objections, the meeting was adjourned at 7:57pm.