

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, January 9, 2018

In Peter Bakas' absence, Les Lavin called the meeting to order at 7:30 PM at Trinity Grounds for Hope. Board members present: Joe Broda, Marg Hough, Bob Klaeren, Les Lavin, Tom Maslanka, Michael Monroe, Michael Olson, Susan Quasney, Alden Snyder, William Swiderski, John Warrington. Board members excused: Peter Bakas, Pat Coughlin-Schillo and Mark Munoz. Board member absent: Chris Lotysz. Management: Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – None

Minutes of the Prior Meeting:

Minutes of the December meeting were reviewed.

Board Motion: Bob Klaeren moved to approve the December minutes, Michael Monroe seconded. Motion was passed by a unanimous voice vote

Treasurer's Report

William Swiderski reviewed the December Balance Sheet and Income and Expense Statement. Relative to the January check register, a question was asked as to why there was no annual salary increase included for the Recording Secretary, Newsletter Editor or Management; Les Lavin and William Swiderski will research the issue.

Board Motion: Michael Olson motioned to accept the check register expenditures of \$14,112.46 for January, Alden Snyder seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Management distributed copies of an amended Board of Directors roster and asked that any changes be forwarded to them for revision.

Management is creating the 2018 Maintenance Calendar with Balanced Environment for seasonal programs.

In reference to a GTIA resident's problem with several Osage Orange trees encroaching onto their property, Management visited the site with Balanced Environment who will prepare a quote for the four trees in need of removal and another four trees that will require trimming. Management notified the resident of the process; the work will be scheduled, weather permitting. There are also two nearby Oak trees that need to be taken down.

Regarding account HF1024, a large Jack Pine was removed in the fall from the common area adjacent to the resident's home and the stump was flush cut. It will be necessary to access the stump through the resident's front yard; consequently, this work will be scheduled once the weather permits in order to minimize any impact to the turf.

To date, 2018 annual assessments of approximately \$267,000 has been collected, which is about \$1,400 above the same period last year.

On behalf of the GTIA Data Management System Committee, Management submitted an initial inquiry request for the document digitization project to: IDP Innately, eFileCabinet and EverSource FM. Once received, the proposals will be reviewed by the subcommittee and Management.

Management completed five paid assessment letters in December.

Management will send out eight welcome packages for sales completed in December.

Management filed three Release and Cancellation of Lien forms.

Management provided a list of December newcomers. Board Directors are encouraged to call on newcomers in their respective areas.

Finance Committee – No report.

Maintenance Committee Les Lavin commented that IDP Innately was the only company that responded to Management's inquiry on digitization in the amount of approximately \$7,000 annually. The committee is considering alternative means to undertake parts of the process. This will entail a large amount of time and effort but would involve significant involvement of the committee in any regard. Consequently, it is anticipated that costs can be reduced by removing such components from the contract.

Bill Swiderski provided information that Betty Long had done some of the Board book digitization and he has completed the balance of scanning. The committee will look into assembling the documents into a searchable digital file which will be made available to all Board members.

Communication Committee – Marg Hough presented a draft of suggested committee member rosters and noted that she would assign anyone who did not sign up for committee assignments to committees as necessary. More Board members will be assigned to the Nominating Committee in order to increase that committee's membership. Marg suggested that the Communications Committee needs to establish a regularly scheduled meeting date and will submit suggestions to the committee for this initiative.

Parks Committee – Bob Klaeren provided a synopsis of the December Park District Board Meeting. Joe Broda will attend the January Park District Board meeting.

Old Business/New Business – Michael Monroe queried about progress on the residential request for a stop sign at Abbeywood and Benedictine. Joe Broda and Alden Snyder reported that they had gone to the Village of Lisle meeting when this was reviewed and the outcome was to re-stripe the pathway edges and/or replace the signs with amber-edged signs.

Board Member Area Reports - None

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, Michael Monroe seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 8:10 pm.

Respectfully submitted, Paula Gleason, Recording Secretary, Signature on File