

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, February 13, 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, Pat Coughlin-Schillo, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Tom Maslanka, Michael Monroe, Michael Olson, Susan Quasney, Alden Snyder, William Swiderski, John Warrington. Board members excused: Peter Bakas and Mark Munoz. Management: Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – None

Minutes of the Prior Meeting:

Minutes of the January meeting were reviewed.

A typo was noted in the last paragraph on page one, “aqccess” should be “access”; and in the last sentence under Old Business/New Business on page two, the word “Amber” should be clarified as “amber-edged signs”.

Board Motion: Bob Klaeren moved to approve the January minutes as amended, Alden Snyder seconded. Motion was passed by a unanimous voice vote

Treasurer's Report

William Swiderski reviewed the January Balance Sheet and Income and Expense Statement. Bill noted there is continuing Finance Committee discussion as to whether the assessment line item should be reported on an accrual or cash basis. Relative to the January check register not including an annual salary increase for the Recording Secretary, Newsletter Editor or Management; Bill reported that it was an oversight and requested Board approval for the annual approximate 2% increase for each entity without revising the entire budget for these three items.

Board Motion: Michael Monroe motioned to approve the approximate 2% annual increase for the Recording Secretary, Newsletter Editor and Management as presented, Pat Coughlin-Schillo seconded. Motion was passed by a unanimous voice vote.

Board Motion: Michael Monroe motioned to accept the check register expenditures of \$11,531.01 for February, Joe Broda seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Management met with Balanced Environment and agreed on the spring planting/color enhancement program for the signage areas and selected accent areas, which also includes annual planting bed preparations and mulch application to the 13 designated areas.

As a follow up to Maintenance Committee conclusions, Management discussed with Balanced Environment the following agenda items: Spring 2018 transplant program, installation of “focal” trees along College Road, removal of forsythia bushes on the west side of College Road and a subsequent planting proposal, Rain Garden proposal for two key wet areas identified along College Road and landscape improvements for the patio/seating area site.

In reference to a GTIA resident's problem with several Osage Orange trees encroaching onto their

property, Management visited the site again, measured the area in question and confirmed those specific trees which are located on GTIA common area. Balanced Environment will prepare a revised quote based upon these recent findings.

Regarding account WV1075, the house is vacant and determined uninhabitable due to sewer gas buildup. The account balance and the 2018 assessment were paid off by OCWEN and two existing liens have been released..

GTIA has filed seven liens against WGL160 on the delinquent account balance of approximately \$2,500. Public auction was scheduled for 2/6/18.

Regarding account SR3011, account balance of \$60 for the 2018 assessment, no lien against the property as lien was released on 5/16/17; public auction is scheduled for 2/10/18.

Regarding account TAA20A recent sheriff sale, the sheriff sale was completed and GTIA is expected to collect \$210 of the \$1,600 due. The court is then expected to release any liens.

To date, 2018 annual assessments of approximately \$374,000 have been collected, which is about \$800 above the same period last year.

Management prepared and mailed 215 letters on 1/31/18 to respective residents as notification of past due account status and subsequent admin fee.

Prior to the January 31st deadline, Management prepared and mailed out 1096 and 1099 tax forms.

Management attended the Maintenance Committee meeting on January 31st.

Management met with the CPA firm, JCMP & Associates to deliver the necessary GTIA documents for the 2017 audit.

Management completed eight paid assessment letters in January.

Management will send out three welcome packages for sales completed in January.

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

Finance Committee – Bill Swiderski will schedule a committee meeting before the next Board meeting.

Maintenance Committee Les Lavin commented that the committee met on January 31st. Susan Quasney and Les Lavin are the co-chairs. Approximately 8 deciduous trees will be ready for transplant from the nursery this spring and at least 8 conifers will be ready for transplant in the fall. Management will request a proposal from Balanced Environment to install one suitable ornamental and possibly two red maple trees in a cleared area near the south end of the detention area on the east side of College Road. Management is to request Balanced Environment to provide a quote to remove the forsythia on College Road and replace with a combination of conifers and low maintenance ornamental grass. The Maintenance Committee will become more involved in the trail lighting project and will make recommendations regarding the broader scope of lighting after conducting investigations potentially including Megger testing of the underground wiring. Rain Gardens are being considered to alleviate some seasonal flooding issues for two areas along College Road. Management will contact Balanced Environment to request information

regarding such gardens and to solicit a plan and proposal.

The committee suggests only using grade-level LED accent lights as opposed to spot lights for holiday accent lighting. Tulip bulbs have been planted within the 3 accent signage areas, and Balanced Environment will add additional plants with color once the tulips have bloomed; we will also be returning to the red coleus plantings and will focus on enhancing landscaping at the Gazebo area in early spring. Board members are encouraged to walk their respective areas and report any issues of concern to the Maintenance Committee for their review. Particular attention is to be paid to the light pole conditions. The Maintenance Committee and Balanced Environment will continue to monitor weed treatment products for effectiveness and environmental impact and Balanced Environment will begin weed control earlier than last season. With respect to the St. Procopius Creek flood plain issues, the last house is expected to no longer be shown as occupying said flood plain by the end of the month. with the Village of Lisle.

Communication Committee – Marg Hough presented a proposed roster of committee member assignments.

Parks Committee – Joe Broda provided a synopsis of the January Park District Board Meeting. Susan Quasney will attend the February Park District Board meeting.

Old Business/New Business – None

Board Member Area Reports -

Area B – Chris Lotysz reported several neighbors had inquired as to why paths were not shoveled; the Board responded that it is because this is both a cost and an insurance liability issue.

Area E – Les Lavin commented that a resident was experiencing difficulties in having ComEd and AT&T respond to issues regarding leaning power boxes in their yard. Suggestions were made to have one of the Board members contact ComEd and/or ATT on the resident's behalf or contact the Village of Lisle for their assistance on this issue. Board members were requested to pay attention to other similar situations when walking their areas and advise Management if they see similar unsightly situations. Les reported that another resident had received a letter from the USPS regarding fraudulent use of a credit card which had been intercepted when sent through the mail. The attorney indicated that this is a serious problem impacting our area. We may want to issue an alert of this practice in our newsletter.

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, Bob Klaeren seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 8:30 pm.

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