

# **Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, May 8, 2018**

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

**Open Forum** – A Heritage Farm resident was in attendance to ask for assistance to clean up overgrown vegetation at North Park Lake. The resident was advised that the property in question belongs to the Lisle Park District. Another GTIA resident was in attendance to inquire if any GTIA common area space could be made available to the Green Trails Moms Group for a garden spot. The resident was advised the matter will be researched by Management and the Maintenance Committee.

## **Minutes of the Prior Meeting:**

Minutes of the April meeting were reviewed. A typo was noted in the word “discuss” in the Board Motion under Executive Session.

**Board Motion:** William Swiderski moved to approve the April minutes as amended, Michael Olson seconded. Motion was passed by a unanimous voice vote.

## **Treasurer's Report**

William Swiderski reviewed the April Balance Sheet and Income and Expense Statement. Bill also noted that a copy of the draft audit report had been submitted to the Finance Committee for review. Joe Broda has submitted a list of questions for the auditor. Management has asked the auditor to finalize the audit for presentation to the Finance Committee and subsequently to the Board for review and final approval. In the interim, the auditor will file an extension for the tax return.

Management commented that they will discontinue the Bluepay system for residents as of 5/15/18.

Joe Broda suggested that payments on delinquent accounts be applied to first liens issued (FIFO basis). The consensus was to continue to apply payments to the total balance outstanding.

**Board Motion:** Michael Olson motioned to accept the check register expenditures of \$22,938.62 for May, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

## **Management Report**

Telephone log line items were included in the Board packet.

Spring cleanup has been completed. True Green completed the first fertilizer application. Weather permitting, the first mowing cycle will follow soon. Balanced Environment removed several damaged branches in the common area due to storm damage.

As part of the Pest Management program for Austrian and Scotch Pines, insecticide spray for Zimmerman pine moth was applied to trunks and branches during the last week of April. Select trees were also treated for diplodia. All pines and spruces will be periodically evaluated for any signs of additional problems.

Volt Electric repaired ten trail lights during the month of April; six of which required new sensors.

Balanced Environment is scheduled to commence with the spring planting of the five signage locations and accent areas the third week of May. Designated signage, accent, patio and the Pine Grove areas will be mulched.

Regarding account HF1030, Management received a revised payment program per the Bankruptcy Court dated 4/7/18 whereby the trustee will commence with monthly payments against the delinquent account; first payment received as of 4/12/18.

Regarding account WGL213, a compost bin erected in the common area behind resident's home, Management sent an Educational notice letter of Violations of Rules & Regulations; resident agreed to comply but requested and was granted an extension to May 15th.

Regarding account PRM098, per Marilyn Sucoe's suggestion the resident requested permission to connect their sump pump connection to storm sewer which requires crossing the common area and tunneling under the GTIA trail system. Management notified the resident of requirements that include a signed easement agreement, permit from the Village of Lisle, approved plans and Public Works inspection. Issue is on hold.

Regarding account WGL119, three sections of resident's fence fell into the common area next to the trail and needs to be removed or repaired. Management sent an Educational notice letter of Violations of Rules & Regulations requesting removal of the fence from the common area. Resident agreed to comply by resolution date 5/14/18.

Regarding account WGL160 (delinquent account and Sheriff Sale); no transfer of title per DuPage County records, which often take months to be issued.

Management prepared and sent a Request for Proposal to Commercial Asphalt Paving for the proposed 2018 summer trail work package, the project will be completed in July prior to the August back-to-school schedule. Trail trip hazards will be added once spring trail inspections are completed.

Following the Board's direction, Management sent a request to Jim Arnold to remove the "Architectural Approval Form" from the GTIA website.

Management was notified that the Abbey has posted black and orange No Trespassing signs behind every home along their fence line.

Management notified Board members that after Memorial Day, the Grounds for Hope Building front doors will be locked, and access will only be available by using the side door for the meetings.

Management completed twenty paid assessment letters in April.

Management will send out fifteen welcome packages for sales completed in April.

Management filed one release of lien.

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

**Finance Committee** – Bill Swiderski had no new report.

**Maintenance Committee** - Les Lavin reported that three locations along College Road have been marked for deciduous tree transplants from the nursery. Six deciduous Oak trees were added to the nursery through the Village of Lisle Arbor Day giveaway program. Four small trees died over the winter and have been removed. We will relocate one tree, then install a seed blanket in the last row close to the houses. Suggest that videocam(s) be used to develop a baseline for common areas, by area, during forthcoming "Management/Balanced Environment common area inspection". A Maintenance Committee meeting will be scheduled during the next two weeks. Management is directed to advise resident that Osage Orange trees overhanging the trail will be removed within the next ten days.

**Communication Committee** – In Marg Hough's absence, the Board consensus was to table any decision on reduction in content of monthly meeting minutes.

**Parks Committee** – Pat Coughlin-Schillo asked for remaining Park evaluations be turned in as soon as possible so that she may schedule a meeting with Aaron Cerutti of the Park District. Michael Olson provided a synopsis of the April Park District Board Meeting. Joe Broda expressed that the Park District seemed to have fallen behind in tending to the parks in Green Trails. Mike will relay those comments to Dan Garvey and the Park District Board. Pat Coughlin-Schillo will attend the May Park District Board meeting.

**Old Business/New Business** – None

**Board Member Area Reports**

**Area N** – Peter Bakas asked for an update on the LED lights program which will be covered at the next Maintenance Committee meeting.

**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 8:40pm.

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