

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, August 14, 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, Michael Monroe, Mark Munoz, George O'Hare, Michael Olson, Susan Quasney, Alden Snyder, William Swiderski and John Warrington. Members excused: Peter Bakas, Pat Coughlin-Schillo and 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 July meeting were reviewed. Under Management Report, delete paragraph regarding account WGL213; a repeat from last month's report. Under Maintenance Committee, first sentence, add the word "Management" to phrase "has completed a gator inspection tour".

Board Motion: Michael Olson moved to approve the July minutes as amended, Marg Hough seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

William Swiderski reviewed the July Balance Sheet and Income and Expense Statement.

Board Motion: Michael Monroe motioned to accept the check register expenditures of \$30,426.49 for August, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Balanced Environment completed the removal of approximately 43 trees throughout the Green Trails common area. Balanced Environment has cleaned and pruned over-grown vegetation along the trail system, completing soil restoration as needed.

Balanced Environment/TruGreen completed the second fertilizer application throughout the common area; Balanced Environment continues to water the five signage locations and eight accent areas as needed.

Tree ring spraying of Round Up has been completed along Green Trails Drive (east), Golfview, Trinity, Abbeywood Drive (east) and the Islands; re-sprayed the Patio and Pine Grove area.

Regarding one resident account (Bankruptcy); Management has received several payments from the Bankruptcy Trustee reducing that delinquent account balance to \$768.78.

Management attended the preliminary Budget meeting on July 26th.

The premium payment due by 9/15/18 for IHG (AON) Fidelity Bond 2018-2019 renewal is \$1,187, the same as last year.

The 2018 paving program will begin with trail prep and crack fill on Thursday, 8/16; seal coating

on Friday, 8/17 and weather permitting, overlay on Saturday, 8/18. All trail work should be complete by early next week. Marg Hough requested Management to send a copy of the detail trail section maps along with the trip hazard locations to Jim Arnold to post on the GTIA website.

Management renewed Nationwide Insurance Policy through August 2, 2019 in the amount of \$5,484.00

Management completed seventeen paid assessment letters in July.

Management will send out twelve welcome packages for sales completed in July.

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

Finance Committee – Bill Swiderski reported the Finance and Maintenance Committees held their preliminary budget meeting July 26th to forecast for the 2019 year. Some line items have been consolidated. Paid assessment letter fees will not be changed. The budget draft will be reviewed during a second budget committee meeting at the end of August, then sent out to Board members for review prior to discussion and finalization at the next Board meeting.

Maintenance Committee - Les Lavin noted that Maintenance Committee is looking for alternatives to the use of Round Up. Management will search for viable alternatives and advise the Board as to their findings.

Board Motion: Alden Snyder moved to approve that the list of Round Up alternatives be made available to the Board by year-end, so a decision regarding a replacement product for use in 2019 may be discussed and put to a vote, Marg Hough seconded. Motion was passed by a unanimous voice vote.

A sub-committee on trail lighting met on Monday to review security, safety, environmental impact, cost and aesthetic considerations. A white paper summarizing findings, opinions and recommendations is being compiled and will be reviewed at the next Maintenance Committee meeting. Maintenance Committee recommendations will then be presented to the Board in September for consideration and a final decision as to how to proceed with the program.

Communication Committee – Board of Director positions up for election this year are D, F, G, I, J, O and M. Residents living in those areas and who would like to be a Board candidate for that area should submit a completed Candidate Form by 5PM on September 18, 2018. In the future, some of the election processes will be turned over from the Communications Committee to the Nominating Committee.

The sub-committee working on the digitalization of GTIA records plans to have the Board of Directors Guidebook available to Board members online. Boxes of retained GTIA paper documents will be organized for digitalization; extremely old and/or damaged documents will be stored in temperature-controlled storage units; QuickBooks and Access records will be stored in accordance with developing protocols and accessed from Dropbox; and the approximate 400 GTIA documents recorded on Mylar at the Village of Lisle will be scanned with copies retained by GTIA. All GTIA documents will be scanned or digitalized and retained in accordance with the established GTIA Paper Retention Policy. The Communications Committee expects to stay within their current 2018 \$5,000 budget estimate.

Parks Committee – In Pat Coughlin-Schillo's absence, Mark Munoz provided a written synopsis of the July Park District Board Meeting. Bill Swiderski will attend the August Park District Board meeting.

Old Business/New Business – None

Board Member Area Reports - None

Executive Session to discuss Litigation

Board Motion: Mark Munoz motioned to move to Executive Session to discuss litigation, Bob Klaeren seconded. The motion was passed by a unanimous voice vote at 8:37pm. The Board meeting was reconvened at 8:39pm.

Adjournment

Board Motion: There being no further business, Joe Broda motioned to adjourn the meeting, Marg Hough 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