

# **Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, December 11, 2018**

Peter Bakas called the meeting to order at 7:35 PM at Trinity Grounds for Hope. Board members present: Peter Bakas, Joe Broda, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Mark Munoz and William Swiderski. Members excused: Pat Coughlin-Schillo, Alden Snyder, Liz Sullivan and John Warrington. Management: Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

## **Welcome to re-elected Directors and newly elected Director**

Congratulations were again extended to re-elected directors Alden Snyder Area F, Mark Munoz Area G, Joe Broda Area I and recently elected director, Liz Sullivan Area D.

## **Nomination of Appointees**

Peter Bakas presented the Nominating Committee recommendation for appointees to the three open Board positions from a list of seven candidates: George O'Hare, Area J; Beth Zignossi, Area M and Michael Olson, Area O.

**Board Motion:** Bob Klaeren motioned to appoint George O'Hare, Area J; Beth Zignossi, Area M and Michael Olson, Area O, Les Lavin seconded; motion passed by a majority voice vote, with one nay. Congratulations were extended to appointees.

## **Election of Officers**

**Board Motion:** Les Lavin motioned to nominate Peter Bakas as Board President, Bob Klaeren seconded; Bob Klaeren motioned to nominate Les Lavin as Vice President, Chris Lotysz seconded; Mark Munoz motioned to nominate Joe Broda as Board Treasurer, William Swiderski seconded; Marg Hough motioned to nominate William Swiderski as Board Secretary, Bob Klaeren seconded, all motions were passed by a unanimous voice vote.

**Open Forum** – None.

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

Minutes of the November meeting were reviewed.

**Board Motion:** Marge Hough requested to amend the incomplete first sentence of the fifth paragraph under President Report on State of Green Trails 2018, which should read: "As in previous years, the aging inventory of trees throughout Green Trails continues to be impacted by a number of natural pestilence diseases and environmental factors." Under Election Results, Joe Broda suggested that Area J should be listed as No Candidate. In the second sentence of the paragraph under Election Results, Joe Broda requested a change in the phrase "after ballots were counted" to: "after ballots were mailed". Joe Broda moved to approve the November minutes as amended, Marg Hough seconded. Motion was passed by a unanimous voice vote.

## **Treasurer's Report**

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

**Board Motion:** Mark Munoz motioned to accept the check register expenditures of \$29,456.23 for December, 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 removed several trees which had split or fallen as a result of the ice storm and removed a number of large branches that had been damaged. Balanced Environment removed six trees along College Road which were tagged after the summer tree removal program.

The holiday decorations were installed at the designated signage and accent areas, including additional white LED holiday lights for a more festive look; and the feedback has been that the lights are beautiful.

Mark Munoz complimented Management and Balanced Environment for clearing out the accumulated trash reported in his area.

Management prepared and sent out 2,075 invoices for the 2019 annual billing assessment to the Green Trails residents.

Per the Communications Committee and Board's direction, Management authorized Jim Arnold to update the Green Trails website with the Blue Pay link for credit card and ACH payments for the 2019 billing assessment.

Management received payment from the Village of Lisle for reimbursement of \$5,313.00 for the mowing and fertilizing of the Village right of ways.

Management completed three paid assessment letters in November.

Management will send out four welcome packages for sales completed in November.

Regarding account#WGL160, Management received third party email re bankruptcy/foreclosure and pertaining to pending GTIA liens in the amount of \$2,456.17.

Management spoke with Nationwide Insurance agent, Bob Matia, to inquire as to potential GTIA liability about a resident's tree which was overhanging the trail, not about a check. Reference to a check pertained to another item.

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

**Finance Committee** – Bill Swiderski noted that the modified accrual basis as used by the Finance Committee, will be done on an accrual basis for the annual audit.

**Maintenance Committee** - Les Lavin and Maintenance Committee recommended alternate herbicides and will inspect tree rings to determine which trees actually need the spray. Several products to be tested and reviewed are Green Gobbler, Avenger, a combination of vinegar and calcium chloride and Round Up.

**Communication Committee** – Marg Hough reported that the committee is proceeding with development and implementation of the GTIA Document Management System, GTIADMS. Most paper files have been relocated to a GTIA rented storage unit and are being sorted in preparation for scanning. A first draft of the Document Management Policies is undergoing review within the committee, and it has been decided that Google products will provide the initial platform for GTIADMS. Arrangements are being made by the committee to provide a transferable Google account to each Board Member consistent with access/security protocols

which are under development and review.

**Parks Committee** – In Pat Coughlin-Schillo's absence, Les Lavin provided a synopsis of the November Park District Board meeting. Chris Lotysz will attend the December Park District Board meeting.

**Old Business/New Business** – None

### **Board Member Area Reports**

**Area A** – Bill Swiderski shared information to the effect that the Village of Lisle Public Works has expressed intentions to require residents to mow those Public Works right-of-way areas contiguous to their properties.

**Executive Session** – None

### **Adjournment**

**Board Motion:** There being no further business, Bob Klaeren motioned to adjourn the meeting, Marg Hough seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 8:55pm.

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