

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, July 9, 2019

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, Marg Hough, Bob Klaeren, Les Lavin, George O'Hare, Michael Olson, Alden Snyder, Liz Sullivan, William Swiderski and John Warrington. Board member excused: Chris Lotysz, Mark Munoz and Beth Zigrossi. Management: Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – None. Peter Bakas introduced, Consultant Charles Andrew who will be working with GTIA on a six-month assignment to analyze current accounting processes and implement the Quickbooks Online program.

Minutes of the Prior Meeting:

Minutes of the June meeting were reviewed.

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

Treasurer's Report

Joe Broda reviewed the June Balance Sheet and Income and Expense Statement.

Board Motion: Michael Olson motioned to accept the check register expenditures of \$30,868.09 for July, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

Joe Broda confirmed receipt of the final 2018 Audit Report. The Finance Committee recommended that Management send out a RFQ to the prior auditor, Ripp, for the 2019 audit.

Management Report

Telephone log line items were included in the Board packet.

Balanced Environment completed the scheduled mulch application to the five signage locations and eight accent areas including the Pine Grove and Patio area.

Balanced Environment will schedule a second Broadleaf application by TruGreen in July, the third and final application will follow in September.

Balanced Environment removed several damaged branches and trees in the common area due to storm damage in June.

Balanced Environment picked up and delivered the Club Car from Randall Industries at no charge to GTIA, for the annual trail and common area maintenance inspection program.

Regarding account HF3039, on May 28th, the Development Services Department of the Village of Lisle issued a Notice of Violation ordering the cessation of the use and removal of all online advertisement.

Management attended the joint Finance and Maintenance Committee meeting on June 24th.

Management signed the permit application on 6/24/19, which Commercial Asphalt Group submitted to the Village of Lisle for review and approval. All trail sections scheduled for repair will be identified with white marking paint and directional arrows. Management has submitted detail trail section maps to the contractor and the trip hazard locations will be added in this week. Weather permitting, the paving program will commence the beginning of August.

Management is negotiating policy renewal with Nationwide Insurance.

Management received notice of a monthly rate increase from U-Stor-It effective August 5th.

Management completed sixteen paid assessment letters in June.

Management will send out ten welcome packages for sales completed in June.

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

Finance Committee – Joe Broda will schedule a date in the latter part of August for the Maintenance and Finance Committee to meet regarding continuing 2020 budget development.

Maintenance Committee – The Maintenance Committee submitted recommendations for line item revisions as well as for maintenance programs/activities to Finance and Management in support of the 2020 budget development.

Les Lavin and Tom Maschmeier are continuing to work with distributors regarding evaluation of low-profile LED replacement fixtures for trail lighting. Five fixtures from different manufacturers are under consideration, four of which will be installed by the end of the week for inspection by Board Members. Management is developing RFQ's for equipment supply and installation, so that, once the fixture is selected, bidding for materials and service can proceed.

Les and Tom Maschmeier are reviewing outstanding storm water retention issues and are evaluating alternative approaches. GTIA efforts in this regard are being shared with VOL Storm Water Management personnel.

Les, Tom Maschmeier and Balanced Environment met to review patio area landscape improvements, for which BE is developing a proposal.

Communication Committee – Marg Hough requested an election article from Management for the next newsletter, plus another article about mowing/trimming behind residents' fences.

Parks Committee – Pat Coughlin-Schillo in process of scheduling a meeting with Aaron Cerutti of the Park District. In the interim, she requested the Parks Committee members meet tomorrow evening to review the evaluations. Liz Sullivan provided a synopsis of the June Park District Board Meeting. Mark Munoz will attend the July Park District Board meeting.

Old Business/New Business – Management will follow up with prior Open Forum attendees regarding requirements for amending the Declarations.

Board Member Area Reports

Area H – Pat Coughlin-Schillo reported a Garden Road resident complained that the common

area near the Kennedy School fence had not been mowed. A Milbridge resident complained of noisy neighbors.

Area I – Joe Broda reported an area of landscaping that needs attention.

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, Marg Hough seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 8:50pm.

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