

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, August 13, 2019

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, Mark Munoz, George O'Hare, Michael Olson, Alden Snyder, Liz Sullivan, William Swiderski, John Warrington and Beth Zigrossi. Board members excused: Peter Bakas and Chris Lotysz. Management: Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – Aaron Cerutti and Scott Hamilton of Lisle Park District were in attendance to provide feedback on work completed, work in progress, encroachment concerns and intended plans for the 2019 GTIA Board member park evaluations. Beth Haugeberg, Pathfinder Editor, was in attendance to introduce herself, to meet GTIA Board members and to affirm that she welcomes approved articles relevant to GTIA matters to place in the newsletter.

Minutes of the Prior Meeting:

Minutes of the July meeting were reviewed.

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

LED Fixture Report

Les Lavin reported the Board member responses to the LED light assembly fixtures were 10 in favor of the Cree and one for the LightPoles Plus units. Board members conducted detailed discussion of the various replacement costs and timing for installation.

Board Motion: Bob Klaeren moved to approve Management to purchase the recommended fixtures, including installation hardware, from the Cree distributor, in an amount not to exceed \$50,000, Joe Broda seconded. Motion was passed by a unanimous voice vote.

Board Motion: Bob Klaeren moved to direct Management to finalize preparation of an RFP for the fixture installation, submit to three or four pre-qualified contractors, and request that proposals be submitted to Management by the end of August, Michael Olson seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

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

A suggestion was made that any Board member who has a question regarding budget, check register, or other items should email their concerns to Management so that the same may then be discussed at the following Board meeting.

Board Motion: Michael Olson motioned to accept the check register expenditures of \$36,058.56 for August, Marg Hough seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Management and Balanced Environment completed the overall maintenance evaluation by driving the entire trail system to identify trees in need of removal and pruning in conjunction with other areas in need of brush clearing, pruning and soil restoration. Balanced Environment prepared comprehensive quotes for the Board's review.

TruGreen completed the second fertilizer application for Broadleaf, Nutsage and Crabgrass, the third and final application will follow in September. Balanced Environment continues to water

the signage locations and eight accent areas as needed.

Management, with John Warrington's assistance, completed the videotaping of the common areas as a reference base regarding conditions, specifically encroachments, along the trail system.

Balanced Environment picked up and returned the Club Car to Randall Industries at no charge to GTIA.

Management renewed the Community Association Manager's License with the State of Illinois.

Management received an automatic renewal quote for the State-required Community Association policy. GTIA again qualified for a no-increase rate based on no losses or material changes.

Management completed eight paid assessment letters in July.

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

Management filed seven releases of liens.

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

Finance Committee – Joe Broda reported that Charles Andrew, will meet with Management, tomorrow August 14th for data migration activities. Joe advised he has scheduled August 26th, 6:30PM, at Trinity for the Maintenance and Finance Committee to meet regarding continuing 2020 budget development.

Maintenance Committee –

Management distributed copies of the Tree Inventory Evaluation list and the Maintenance Enhancement list for the summer of 2019 as prepared by Balanced Environment for Board member review and discussion. After discussion of the costs involved, the consensus of the Board was to authorize the Maintenance and Finance Committees to make budgetary allocation adjustments and to determine which items are to be scheduled for completion this year while maintaining the current budgeted costs.

During the tree inventory evaluation process, severe encroachments of homeowners' foliage into the common areas were identified. The consensus of the Board was to request Management to send notification letters to designated residents demanding remedial action by certain date or compensate GTIA for removing the encroachment. It was also suggested that another article be placed in the Pathfinder reminding residents of the importance of maintaining their foliage bordering the common areas,

Communication Committee – Marg Hough reported that Beth Zigrossi has agreed to be a back-up to Marg for editing articles submitted to the newsletter.

Parks Committee – Pat Coughlin-Schillo distributed minutes of the meeting she had with Aaron Cerutti and Scott Hamilton of the Park District. George O'Hare will attend the August Park District Board meeting.

Old Business/New Business – None

Board Member Area Reports

Area I – Joe Broda reported several areas of encroachments that need attention.

Adjournment

Board Motion: There being no further business, Liz Sullivan motioned to adjourn the meeting, Bob Klaeren seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 9:30pm.

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