

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, October 8, 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, Les Lavin, George O'Hare, Alden Snyder, Liz Sullivan, William Swiderski, John Warrington and Beth Zigrossi. Board members excused: Bob Klaeren, Chris Lotysz, Mark Munoz and Michael Olson. Management informed the Board it would be absent and was excused: Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – Candidate for Area A was in attendance to observe.

Minutes of the Prior Meeting:

Minutes of the September meeting were reviewed.

Board Motion: Beth Zigrossi moved to approve the September meeting minutes, John Warrington seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

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

Board Motion: Liz Sullivan motioned to approve the check register expenditures of \$28,056.06 for October, Beth Zigrossi seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Commercial Asphalt Group completed the 2019 paving program and trip hazard repairs. An adjustment was made to the original invoice resulting in a rebate payment to GTIA in the amount of \$2,620.

Management sent an Education Notice of Non-Compliance per the policy of encroachment violation to the resident who established a free library stanchion located on lot 14 Berkshire Court. Resident was advised to move the stanchion onto their property to a location approved by Management and Les Lavin.

Balanced Environment will discontinue to water the signage and accent areas for the season. The Water Meter has been returned to Public Works who will issue a check to GTIA for the deposit.

TruGreen will complete the turf maintenance program and is scheduled to apply the fall feeding the week of October 7th.

Regarding AcctWGL033, a large tree in the common area fell into resident's yard. Management had Balanced Environment expeditiously remove the tree.

Management mailed the 2019 Election Notice Letter and respective ballots to Green Trails residents and non-residents alike on September 26th. Management will keep a running tally of all votes received and the elected candidates will be announced at the November 12th Board of Directors meeting.

Management sent three RFP's for the LED trail light installation program to three prequalified contractors, on behalf of the GTIA Board of Directors per Les Lavin's direction. All three quotes were received by the September 30th deadline.

Management queried the Board as to whether GTIA's accounting consultant will send the 2020 annual billing assessment out using Quickbooks, or if the traditional Access database will be used for the November mailing. After discussion, Peter Bakas noted that he and Les Lavin will meet with Charles to finalize a decision. Joe Broda requested to attend that meeting.

Management completed six paid assessment letters in September.

Management will send out three welcome packages for sales completed in September.

Management filed five releases of liens.

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

2020 Draft Budget Proposal

Joe Broda presented the revised proposed 2020 budget for review and approval.

Board Motion: Liz Sullivan motioned to approve the amended proposed 2020 budget with small changes as discussed, for publication in The Pathfinder, John Warrington seconded. Motion was passed by a unanimous voice vote.

Finance Committee – Joe Broda – no further report.

Maintenance Committee

Les Lavin reported that on 9/28, in response to reports of a fallen tree (WGL033), three board members inspected the damage. Of primary concern was that the tree might pose additional risk to one dwelling. Management dispatched Balanced Environment to clear major sections on 9/29, then completed the removal on 9/30. Management has contacted GTIA's insurance carrier with respect to this event and will be in contact with the residents concerning any further issues.

Maintenance received ComEd' project pre-approval for replacement of existing trail lights with LED fixtures. Such pre-approval qualifies GTIA to receive a partial "rebate" under the ComEd Energy Efficiency Program. Subsequently a purchase order was issued for 200 fixtures plus hardware. Installation bids were reviewed with the Board.

Board Motion: Alden Snyder motioned to authorize Les Lavin to negotiate a contract for fixtures/materials with successful bidder to include finalized cost and schedule, Liz Sullivan seconded. Motion was passed by a unanimous voice vote.

Les noted GTIA may need to replace 5 to 8 light poles next year at an estimated cost of \$2,200 each; three poles are currently stored with Lisle Park District. Maintenance recommends a full light pole inspection tour be conducted in 2020.

Les met with Village of Lisle Public Works to discuss resurfacing work on Green Trails Drive and on Abbeywood Drive beginning next year. Details will be provided in the Pathfinder. Certain storm water management issues were also discussed.

Les, Peter Bakas and Joe Broda inspected areas listed on the "Tree Inventory/Pending Removal/Summer 2019" to determine what, if any, tree removals will be completed in the balance of 2019 and by which contractor(s).

Betty Long had been requested to provide guidance regarding trees to be transplanted from the GTIA nursery.

Communication Committee – Marg Hough noted that Susan Quasney has been assisting to sort and pack historical GTIA documents. An additional storage room deposit is needed; the consensus of the Board was to establish an ongoing account with the storage unit.

Parks Committee – Pat Coughlin-Schillo – no report. Beth Zigrossi gave a synopsis of the September Park District Board meeting. George O’Hare offered to substitute for Les Lavin to attend the October Park District Board meeting.

Old Business/New Business – None

Board Member Area Report - None

Executive Session to Discuss Management Transition

Board Motion: Liz Sullivan motioned to move to Executive Session, Pat Coughlin-Schillo seconded. The motion was passed by a unanimous voice vote at 8:55pm. The Board meeting was reconvened at 9:38pm.

Adjournment

Board Motion: There being no further business, Liz Sullivan motioned to adjourn the meeting, Beth Zigrossi seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 9:39pm.

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