

# **Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, February 11, 2020**

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, Pavel Snopok, Alden Snyder, Liz Sullivan, John Warrington and Beth Zigrossi. Board member excused: Mark Munoz. Board member absent: Chris Lotysz. Paula Gleason was Recording Secretary. A quorum was present.

**Open Forum** – A group of Green Trails residents were in attendance to request consideration of instituting snow removal of the association trails. The consensus of the Board was to research the legal liabilities in this matter and to discuss the issues with the Lisle Park District Board. An Oaks of Green Trails resident was in attendance to request the support of Green Trails Board for his request to legally reduce the speed limit in that neighborhood from 25 to 15 miles per hour. The Board advised the resident that GTIA has no jurisdiction in this matter; however, members of the Board are positively disposed to the recommended action. Another Green Trails resident was in attendance to observe.

## **Minutes of the Prior Meeting**

Minutes of the January meeting were reviewed.

**Board Motion:** Bob Klaeren moved to approve the January meeting minutes, Pat Coughlin-Schillo seconded. Motion was passed by a unanimous voice vote.

## **Treasurer's Report**

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

**Board Motion:** Bob Klaeren motioned to approve the check register expenditures of \$10,059.43 for February, Michael Olson seconded. Motion was passed by a unanimous voice vote.

## **Transition Committee Report**

Marg Hough reported that a list of six potential management companies has been collected and the committee is now preparing a draft solicitation of interest letter to reflect categorical responsibilities expected of an interested management company. In addition, a more definitive Request for Proposal draft has been prepared to advance the Board's effort to hire a Management company but will need to be refined based upon feedback from qualified candidate companies and other considerations. Les Lavin noted he may have four more potential management companies to be considered. The current GTIA attorney has moved out of state, and the Illinois law relating to self-management needs to be reviewed to avoid the association of being cited for improper self-management. It's recommended that we request our current attorney to recommend an Illinois attorney to represent that our association is making progress to secure a licensed Property Manager.

Another Issue of concern is whether the current \$2,000,000 Nationwide Insurance policy provides enough liability coverage for all Board Officers and Directors. Peter Bakas will send a copy of the current insurance policy to all Board members for their review.

**Board Motion:** Alden Snyder moved to approve the Solicitation of Interest letters be sent to the potential management companies no later than February 21, 2020, Liz Sullivan seconded. Motion was passed by a unanimous voice vote.

Telephone log line items were included in the Board packet. John Warrington noted he received an additional 19 calls since the telephone log was created.

A list of January newcomers was provided. Board Directors are encouraged to call on newcomers in their respective areas

### **Finance Committee**

Joe Broda noted that assessment payments are coming in at a normal pace.

Demand letters have traditionally been sent by certified mail, but the cost seems excessive considering that many of these letters are returned as undeliverable.

**Board Motion:** Liz Sullivan moved to approve deviation from the 2016 policy to send demand letters by certified mail and to send demand letters by U.S. Postal Service, as of March 1, 2020, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

Joe asked for volunteers to assist with the release of lien process at DuPage County Courthouse; Bob Klaeren and George O'Hare volunteered.

A check was recently received from Green Trails Apartments to cover the assessments of each units.

**Maintenance Committee** - Les now has to meet with ComEd in Oak Brook to determine new billing reductions for each of the 195 high efficiency fixtures and will continue to follow up on this item. Gexpro, distributor for the new fixtures, visited Cree in Milwaukee, but there is still no resolution to the potential refund. Volt has submitted two additional invoices in the amount of \$2,600.

Les noted that tree repairs are being performed cheaply. Balanced Environment will submit a plan for the upcoming spring planting for the accent areas for Board review. T&M Tree Service will complete two additional trees for \$300.00.

After investigation, Les drafted and will submit a Letter of Education to resident account#BLM015 regarding drainage piping within the GTIA common area.

**Communication Committee** – Marg Hough is investigating the issue of why the delivery of the Pathfinder newsletter was delayed.

**Parks Committee** – Marg Hough was not able to attend the January Park District Board meeting. Beth Zigrossi will attend the February Park District Board meeting.

Pat Coughlin-Schillo distributed an updated roster to Board members of dates and director names to attend 2020 Lisle Park District Board Meetings.

**Board Member Area Reports** - None

### **Adjournment**

**Board Motion:** There being no further business, Michael Olson motioned to adjourn the meeting, Joe Broda 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