

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, June 9, 2020

In compliance with Covid-19 pandemic guidelines, Peter Bakas called the meeting to order at 7:33pm via teleconference. Board members participating: Peter Bakas, Joe Broda, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Mark Munoz, George O'Hare, Michael Olson, Pavel Snopok, Liz Sullivan, John Warrington and Beth Zigrossi. Board members excused: Pat Coughlin-Schillo and Alden Snyder. Paula Gleason was Recording Secretary. A quorum was available.

Open Forum – None

Minutes of the Prior Meeting

Minutes of the May meeting were presented for review.

Board Motion: Bob Klaeren motioned to approve the May meeting minutes, Liz Sullivan seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

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

Board Motion: Bob Klaeren motioned to approve the check register expenditures of \$33,736.69 for June, Beth Zigrossi seconded. Motion was passed by a unanimous voice vote.

Transition Committee Report

Marg Hough tabled discussion of the management company selection and potential contract to the Executive Session.

Ongoing GTIA finance, maintenance, phone calls and emails continue to be addressed by the Transition Committee.

Telephone log line items were included in the Board packet.

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

Finance Committee

Joe Broda noted that the GTIA 2019 Audit Report should be ready by the 19th of this month. For the month of May, there were 8 paid assessment letter requests and two refinance letter requests. Joe noted that the GTIA CD @TCF Bank in the amount of \$247,704.11 will mature on July 4, 2020; with his recommendation to place these funds in a TCF Bank short-term money market account.

Board Motion: Les Lavin motioned to open a GTIA Money Market account at TCF Bank as of July 5, 2020 in the amount of \$247,704.11 for a period not to exceed sixty (60) days, Marg Hough seconded. Motion was passed by a unanimous voice vote.

Collection advice on 18 past due accounts has been received from our attorney. It is necessary to write off Account HF3032 in the amount of \$3,544.41, which went into foreclosure; a Sheriff's Deed to Deutsche Bank was recorded March 19, 2020.

Board Motion: Marg Hough motioned to approve the write-off of account HF3032 in the amount of \$3,544.41 as uncollectable, Liz Sullivan seconded. Motion was passed by a unanimous voice vote.

Per our attorney, we are advised to take no action on five of these past due accounts at this time.

Collection action could be taken on the remaining twelve past due accounts. After discussion, the Board consensus was to solicit further information from the attorney as to the form and costs involved in undertaking legal action to collect on these overdue accounts.

Suggestion was given that going forward the Board should review and/or revise current account fees and collection policies and request the new management company to provide advice for this project.

Maintenance Committee - Les reported that Balanced Environment, BE, completed accent area spring planting including soil preparation. Watering operations are in progress to ensure plant survival. Approximately \$400 worth of plants were missing from the Naper/Abbeywood sign area; a police report was filed 6/1/2020.

Mowing has been problematic due to excessive rainfall and other issues. BE has been directed to remediate ruts at their cost, clean up overgrown areas and have been requested to provide more crew supervision as well as area inspections by BE management.

There appears to be misunderstanding about certain areas that are scheduled to be treated for weeds under the BE contract. Maintenance provided revised maps for BE to follow prior to the second application by TruGreen in June. The Board will continue to investigate the efficacy of other more environmentally friendly alternatives to weed management.

BE completed the tree removals in the patio area.

Copies were provided of an R&D proposal for restoration/removal/planting of areas including patio area in the amount of \$1,850; Maintenance requested approval to increase the contract amount to \$2,500 for inclusion of possible restoration work in additional areas.

Board Motion: John Warrington motioned to approve the R&D proposal as submitted and amended, in an amount not to exceed \$2,500, Joe Broda seconded. The motion was passed by a unanimous voice vote.

Necessary tree removals and trimming work were identified on College Road, south of Green Trails and in Surrey Ridge Area I. Proposal was requested and received from T&M, a copy provided, in the amount of \$5,145.

There is an "urgent" tree removal needed on the common area behind Scarlett Oak. Requested and received proposal from T&M, a copy provided, in the amount of \$1,975.

Board Motion: Marg Hough motioned to approve the two T&M proposals as submitted, totaling \$7,120, Beth Zigrossi seconded. Motion was passed by a unanimous voice vote.

Request for proposal requested and received from Commercial Asphalt, a copy provided, for sealcoat and crackfill, labor and materials for trail work, in the amount of \$13,016.41. Board members are reminded to advise Les of any trip hazards observed on trails in order to finalize scope of work with Commercial Asphalt.

Board Motion: John Warrington motioned to approve the Commercial Asphalt proposal for sealcoat and crackfill of GTIA trails as submitted, in the amount of \$13,016.41, Liz Sullivan seconded. The motion was passed by a unanimous voice vote.

Maintenance responded to a reported potential hazard at light pole 126 and repaired an exposed wire which was charging the access cover plate. Additional light poles will require inspection for similar problems.

Joe Broda, Mark Munoz, Marg Hough and Les Lavin met with Molly Garro, Village of Lisle Storm Water Engineer, to discuss three specific drainage issues. Engineer agreed to file report of findings within the next week and assist Marg with a drainage article for the Pathfinder.

However, the Village of Lisle is potentially changing its water consulting firm so we may need to work with a new engineer in our effort to resolve subsequent issues.

Communication Committee – No Report.

Parks Committee – In Pat Coughlin-Schillo’s absence, Michael Olson provided a brief synopsis of the May Park District Board meeting, noting no issues of reference related to GTIA.

Board Member Area Reports

Area B – George O’Hare reported complaints of a house for sale that has continual tall grass growth. Consensus was to report this issue via the Village of Lisle website for resolution.

Executive Session to Discuss New Management Transition

Board Motion: Beth Zigrossi motioned to move to Executive Session, Pavel Snopok seconded. The motion was passed by a unanimous voice vote at 9:07pm. Joe Broda motioned to exit the Executive Session, George O’Hare seconded. The motion was passed by a unanimous voice vote and the Board meeting was reconvened at 9:30pm.

Board Motion: Bob Klaeren motioned to authorize the Transition Committee Team (Peter Bakas, Les Lavin, Joe Broda and Marg Hough) to proceed with final negotiations with ACM Community Management as the new management company effective July 1, 2020, Beth Zigrossi seconded. Motion was passed by an affirmative voice vote of 11, with 2 abstentions.

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 9:32pm.

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