

# **Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, February 11, 2014**

Peter Bakas called the meeting to order at 7:35 PM at Kennedy Junior High. Board members present: Peter Bakas, Lou Beccavin, Tony Dolinar, Linda Gilbert, Vern Goering, Marg Hough, Bob Klaeren, Les Lavin, Betty Long, Christy McGovern, Roxanne Nagel, Michael Olson, Roger Sassen, William Swiderski. Excused: Pat Coughlin-Schillo. Management: Julie Maschmeier. Recording Secretary: Paula Gleason. A quorum was present.

**Open Forum:** None

## **Minutes of the Prior Meeting:**

The minutes of the January meeting were reviewed.

**Board Motion:** Roger Sassen moved to approve the January minutes, Marg Hough seconded. The motion was passed by a unanimous voice vote.

## **Treasurer's Report**

Michael Olson reviewed the January Balance Sheet and Income and Expense Statement and noted that the Cole Taylor CD would mature on 2/12/14. Discussion ensued on available interest rates and options available.

**Board Motion:** Betty Long motioned to rollover the existing Cole Taylor CD to a Cole Taylor 12 month CD at .40%, Michael Olson seconded. Motion was passed by a unanimous voice vote.

**Board Motion:** Bob Klaeren motioned to close the Lisle Bank Wall Street checking account (2100.RA) in the amount of \$1,043.71 and move those funds into the Lisle Bank Wall Street Checking Operating Account, Marg Hough seconded. Motion was passed by a unanimous voice vote.

**Board Motion:** Lou Beccavin motioned to accept the check register expenditures of \$9,243.03 for February, Marg Hough seconded. Motion was passed by a unanimous voice vote.

## **Management Report**

Telephone log line items were reviewed.

Management sent out 5 assessment letters and one refinance letter in January.

Management will send out 2 welcome packages for sales completed in January.

On February 1<sup>st</sup>, Management mailed past due notices to 216 residents.

2014 annual assessments received during the month of February as of February 7<sup>th</sup> were \$13,045.

As requested, Management filed a police report for the fence damage along Abbey/ Four Lakes behind 6010 Mill Bridge Lane.

Management requested Board members to complete an individual information list and a committee participation list, to be incorporated in an updated Board of Directors Manual. Suggestion was made that this information could also be made available electronically.

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

**Finance Committee** – None

**Maintenance Committee** – Les Lavin will provide report in Executive Session. Management provided information on proposals from two lawn maintenance contractors. Mr. Bakas directed Management to continue work on securing and qualifying bids from alternative contractors; then develop a package of information for Board consideration.

**Communications Committee** – None

**Parks Committee** – In Pat Coughlin-Schillo's absence, Management distributed copies of the 2014 GTIA Board Member Schedule to attend Lisle Park District Board meetings. Michael Olson gave a brief synopsis of the January Lisle Park District Board meeting which he attended; Roger Sassen will attend the February meeting.

**Nominating Committee** – None

**Sign Committee** – Roxanne Nagel reported that the Sign Committee agreed to recommend Comet Sign and Service as the preferred vendor for Management to consider when seeking proposals. Les Lavin requested Roxanne to procure more definitive specs from Comet of the two inch deep channel lettering. Betty Long requested Roxanne provide to Management, a list of addresses of existing signs built by Comet using this type of backlighting. Once received, the list will be made available to Board members, who are encouraged to visit and observe these installations. Mr. Bakas requested that Management expedite procurement of any other bids for final Board action at the March or April meeting.

**Old Business/New Business** - None

**Board Member Area Reports** – None

**Executive Session**

**Board Motion:** Bob Klaeren motioned to adjourn to Executive Session, Lou Beccavin seconded. The motion was passed by unanimous voice vote at 8:25 p.m.

**Board Motion:** Betty Long motioned to adjourn from Executive Session, Bob Klaeren seconded. The motion was passed by unanimous voice vote at 9:00 p.m.

**Board Motion:** .Bob Klaeren motioned to request Management send a letter to Greg Moore terminating the existing contract for trimming, Lou Beccavin seconded. The motion was passed by a show of hands, 13 vs 1.

**Adjournment**

**Board Motion:** .There being no further business, Roger Sassen motioned to adjourn the meeting, Linda Gilbert seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 9:05 p.m.

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