

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, March 11, 2014

Peter Bakas called the meeting to order at 7:30 PM at Kennedy Junior High. Board members present: Peter Bakas, Lou Beccavin, Pat Coughlin-Schillo, Tony Dolinar, Linda Gilbert, Vern Goering, Marg Hough, Bob Klaeren, Les Lavin, Betty Long, Michael Olson, Roger Sassen. Excused: Christy McGovern, Roxanne Nagel and William Swiderski. Management: Julie Maschmeier. Recording Secretary: Paula Gleason. A quorum was present.

Open Forum: None

Minutes of the Prior Meeting:

The minutes of the February meeting were reviewed. It was requested to change wording under Management Report: 2014 annual assessments “received in 2014 as of February 7th” should be: “received during the month of February as of February 7th”.

Board Motion: Betty Long moved to approve the February minutes as amended, Linda Gilbert seconded. The motion was passed by a unanimous voice vote.

Treasurer's Report

Michael Olson reviewed the February Balance Sheet and Income and Expense Statement.

Board Motion: Betty Long motioned to accept the check register expenditures of \$7,446.18 for March, Pat Coughlin-Schillo seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were reviewed.

Management sent out 5 assessment letters in February.

Management will send out 3 welcome packages for sales completed in February.

As requested, Management renewed the Cole Taylor CD for 1 year at .40% on 2/12/14.

On March 1st, Management mailed certified 30-day demand notices to 90 residents.

2014 annual assessments received for month of February were \$30,715.

Management has provided information to Robert Ripp & Associates for the 2013 audit, scheduled on March 14 and 15.

Management met with various lighting and sign vendors to determine design installation options for the new sign design submitted by the Sign Committee.

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

Finance Committee – None

Maintenance Committee – Management received the Kane County list of available ball root trees available for sale. The order deadline is March 17 for April 16 pick-up. The consensus of the Board was for Betty Long to select and order 75 to 100 of these trees. Volunteers will be requested for planting these seedlings in the GTIA nursery area at the next Board meeting.

Requested information was received from the Sign Committee allowing Management to initiate technical and commercial contract development activities. The Board confirmed agreement with the graphics and monument design and that (4) single-faced and (1) double-faced sign are to be included in the contract scope. The contract objective is to provide completely installed signs that conform as closely as possible to the Sign Committee's design concept as represented by engineering drawings as submitted by bidders. Management has pre-qualified (3) bidders and developed preliminary scope bid documents. In the course of conducting due diligence Management and Board members have held discussions with bidders and a lighting consultant, as well as visited and observed signage installations included by bidders in their reference listings. Management and Maintenance Committee members shared concerns with regard to the reverse channel halo lighting system and proposed an alternative for consideration which would meet the design concept but would be more suitable for the Green Trails application. After discussion the Board agreed to the alternative concept. Discussion also ensued concerning establishment of minimum warranty provisions from each supplier.

Board Motion: Marg Hough motioned to request Management submit request for pricing on identical specs, to the three possible suppliers, and include a request for a five year warranty, Michael Olson seconded. The motion was passed by a unanimous voice vote. Mr. Bakas directed Management to work on securing these qualifying bids to present the results and recommendations for Board consideration at the next Board meeting. Les Lavin noted that there may be some permitting issues in regard to installation of the new signs, but that Management is working on those issues and will provide an update at the next Board meeting.

Communications Committee – Marg Hough reported that the committee met recently and is working on website issues.

Parks Committee – Pat Coughlin-Schillo noted that Roger Sassen was unable to attend the February Lisle Park District Board meeting; Tony Dolinar will attend the March meeting.

Nominating Committee – None; this committee will not need to report until Board election time.

Sign Committee – As requested, Roxanne Nagel procured some definitive specs from Comet of back light lettering and provided to Management, a list of addresses of existing signs built by Comet using this type of backlighting. Full report covered under Maintenance Committee.

Old Business/New Business - Betty Long queried if a new landscape contractor had been selected. Management is obtaining data on several possible replacement vendors and will have a full report prior to the next Board meeting.

Mike Olsen inquired if there has been any resolution with the Village of Lisle for the maintenance of several islands; response was in the negative.

DuPont issue remains in their queue.

Member Area Reports – None

Executive Session

Board Motion: Les Lavin motioned to adjourn to Executive Session, Lou Beccavin seconded. The motion was passed by unanimous voice vote at 8:40 p.m.

Board Motion: Les Lavin motioned to adjourn from Executive Session, Michael Olson seconded. The motion was passed by unanimous voice vote at 8:45 p.m.

Adjournment

Board Motion: .There being no further business, Bob Klaeren motioned to adjourn the meeting, Vern Goering seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 8:46 p.m.

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