

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, October 13, 2015

Peter Bakas called the meeting to order at 7:30 PM at Kennedy Jr. High. Board members present: Peter Bakas, Pat Coughlin-Schillo, David Derbyshire, Tony Dolinar, Linda Gilbert, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Mark Munoz, Michael Olson, and William Swiderski. Board members excused: Betty Long, Alden Snyder. Board member absent: Roger Sassen. Management: Julie and Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – A Green Trails resident, #PRM060, was in attendance to introduce himself as a candidate on the ballot for Area G.

A Green Trails resident, Lot#, was in attendance to voice concerns for the Woodglen Park area. Two areas of main concern were: (1) missed grass cuttings which he said had gone on for several months; and, (2) length of time elapsed since a request for removal of a dead tree. Management replied that: (1) there had been an oversight with regard to mowing in this area due to the usage of an erroneous map, but that once the oversight, which was not attributable to the contractor, had been noted it was corrected within two mowing cycles and that subsequent grass cuttings have been performed in a timely manner; and, (2) the tree removal throughout Green Trails is done by quadrant, as time, conditions and resources permit, and the tree in his area is on schedule to be removed no later than by the end of November.

Minutes of the Prior Meeting:

Minutes of the September meeting were reviewed.

Board Motion: William Swiderski moved to approve the September minutes, Michael Olson seconded. Motion was passed by a unanimous voice vote

Treasurer's Report

Michael Olson reviewed the September Balance Sheet and Income and Expense Statement. The CD maturing on 9/13/15 at First Community Bank was rolled over into a 17-month CD at First Community Bank at 1.17% interest. An additional \$85,000 was transferred into the CD.

Board Motion: Tony Dolinar motioned to accept the check register expenditures of \$130,381.20 for October, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Murphy Asphalt & Sealcoating completed all trail work including overlay, sealcoating and trip hazard repairs.

Schwarz Nursery completed the transplant program of 17 evergreen trees in designated areas of Green Trails, as determined by the Maintenance Committee and Board member suggestions.

Management completed tree ring spraying of Round Up for selected trees, accent areas, islands and other miscellaneous areas in September.

As a follow-up to last month's Open Forum presentation regarding the Benedictine Connector Bicycle trail initiative, several GTIA Board members met on September 12th to preview the proposed approximate 160' trail section connector adjacent to the DuPage County Forest Preserve.

The consensus of the Board was to ask Management to send a letter to Rob Bollendorf stating the Board would be willing to listen to the Bike Committee's proposal for that piece of trail.

Management distributed copies of a Cutrara & Company proposal for consulting services to Support migration of current data from the Access database into QuickBooks for enhanced implementation of the annual billing assessments and to improve management of accounts receivable. The proposal includes initial training and technical support.

Board Motion: Bob Klaeren motioned to approve the Cutrara & Company proposal as submitted with the caveat to adjust the 2016 budget for an approximate additional \$4,000 for technical support in 2016, Michael Olson seconded. Motion was passed by a unanimous voice vote

In response to Management's education letter with an expiration date of compliance to a GTIA non-resident address regarding a trampoline that was partially in the common area, the trampoline was subsequently removed from the common area by the owner within the required time frame.

Balanced Environment has completed remediation of the drainage issues and erosion in the area of GTIA common property off Ridgewood.

Management submitted an education letter with an expiration date of compliance to a non-resident address as notice of Rules & Regulations violation for installation of a PVC sump pump going into our storm water system without permission from GTIA or VOL.

On September 25, 2015, Management mailed election ballots and Annual Meeting notice to all GTIA residents. Residents, who did not previously vote, may cast their vote in person the night of the November 10, 2015 Board meeting.

2015 annual assessments of \$490 have been received in September.

Management completed seven assessment letters and two refinance letters in September.

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

Management filed four Release and Cancellation of Lien forms.

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

Finance Committee – Michael Olson noted that the Finance Committee is researching contract policies with various peer groups.

Michael distributed copies of the revised proposed 2016 budget to Board members for their approval to publish in the Pathfinder. The budget format included 2015 budget, 2015 reforecast budget and 2016 proposed budget. As space permits, the budget will appear in landscape format; however, if space is limited, the first column of 2015 budget may be omitted from the Pathfinder.

Board Motion: Marg Hough motioned to approve to publish the proposed 2016 budget in the November Pathfinder, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

Maintenance Committee – Les Lavin commented that the nursery is in good shape with grass growing nicely and no weeds. Betty Long had raked the mulch prior to Schwarz coming in to deliver more dirt and the area has been restored. The grass around the Ridgewood drainage remediation is growing well and should provide good erosion control in the spring. The overlay work has worked out extremely well, with no restoration required and the total trail work cost savings exceeded our expectations.

Communication Committee – Marg Hough noted the committee had spent numerous hours discussing potential revisions to the GTIA welcome brochure. After many discussions, the recommendation of the committee was to discontinue the printed welcome brochure, in deference to the current information that is consistently updated on the website.

Board Motion: Marg Hough motioned to discontinue the printed GTIA welcome brochure, David Derbyshire seconded. The motion was passed by an affirmative voice vote of 11 to 1.

Parks Committee – Pat Coughlin-Schillo noted that she had met with Aaron Cerutti and will have a detailed report prepared prior to the next Board meeting. Peter Bakas provided a synopsis of the September Park District Board meeting. Linda Gilbert will attend the October Park District Board meeting in place of Tony Dolinar.

Nominating Committee – None

Old Business/New Business – None

Board Member Area Reports:

Area G, Mark Munoz commented that the trail work was really looking nice.

Area H, Pat Coughlin-Schillo re-iterated Mark Munoz’s complimentary trail work comments.

Area M, Linda Gilbert reported hearing numerous residents’ positive comments on the signage and accent area landscaping.

Executive Session

Board Motion: William Swiderski motioned to adjourn to Executive Session, Pat Coughlin-Schillo seconded. The motion was passed by unanimous voice vote at 8:40 p.m.

Board Motion: David Derbyshire motioned to adjourn from Executive Session, Michael Olson seconded. The motion was passed by unanimous voice vote at 9:45 p.m.

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, Bob Klaeren seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 9:45 p.m.

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