

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, April 12, 2016

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

Open Forum – None

Minutes of the Prior Meeting:

Minutes of the March meeting were reviewed.

Board Motion: Alden Snyder motioned to approve the March minutes, William Swiderski seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

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

Board Motion: Mark Munoz motioned to accept the check register expenditures of \$19,450.32 for April, William Swiderski seconded. Motion was passed by a unanimous voice vote.

Management Report

Telephone log line items were included in the Board packet.

Balanced Environment had to cut and remove a tree located behind Lot 212 due to storm damage. Balanced Environment has begun winter cleanup of the signage locations and accent areas. Mowing service will begin soon depending on weather conditions.

Insecticide spray for the Zimmerman pine moth will be applied in mid-April and sprayed at the same time with the fungicide for diplodia, in three phases. All pines and spruces will be monitored and evaluated during application for signs of any additional problems.

As a follow up to the Maintenance Committee's recommendation to consider alternative lighting, Management requested Volt Electric to install a sample LED light fixture at light pole #468, at an approximate cost of \$250. Management suggested that Board members observe the light fixture located in Area I, Surry Ridge 1, behind Lot 92 and compare it to an older light fixture located just two home sites south of that area. Power consumption is 46 watts versus 120 watts required in the current system and the life expectancy of the LED bulb is multiples of that which has been used previously.

Management requested approval to write off an uncollectible bad debt of \$340 as a result of foreclosure and removal of lien fees per Sheriff sale, for account #AWC724.

Board Motion: Betty Long motioned to approve the write off of the \$340.00 bad debt for account#AWC724, Michael Olson seconded. Motion was passed by a unanimous voice vote.

Management removed two liens filed in '04 and '05 against account #HNL183. The property was foreclosed in '06, the Board removed \$496.27 as uncollectible, but the liens were never released.

Management approved a hardship payment agreement of the 2016 assessment for account#TAA64E.

Management reported that account#HTW001 has submitted a subdivision request to the Village of Lisle to subdivide that property into two lots.

With reference to the standing water issue reported in the March Area F Report, Balanced Environment inspected the area and suggested a drill well at an approximate cost of \$1,000. Susan Quasney had also inspected the area and recommended not to attempt extensive efforts to remediate the area unless water remains in the area longer than 72 hours. A less costly alternative would be to top the area with a sand and soil mix, then seed the area of concern with water-tolerant grass. Another suggestion was to plant a cypress or other water-absorbing tree in the area.

Management has made arrangements with a resident's tree contractor to repair common area damage the contractor caused by the resident's property, account#SR2013.

JCMP & Associates filed an income tax extension for GTIA and has initiated work on the audit, to be completed by early June.

Management filed the Annual Report Form to the Illinois Secretary of State in compliance with the "General Not For Profit Corporation Act".

March 2016 annual assessments of \$9,115 were received.

Management completed seven paid assessment letters and one refinance letter in March.

Management will send out five welcome packages for sales completed in March.

Management filed five Release and Cancellation of Lien forms.

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

Management distributed copies of the proposed Delinquent Accounts Collection Policy for review. The consensus of the Board was to amend the effective date from February 1, 2016 to June 1, 2016. Following a majority hand vote, it was agreed to add a lien collection fee of \$100 to the Filing of Liens section on page 4.

Board Motion: Betty Long motioned to accept the proposed Delinquent Accounts Collection Policy as amended, to be published in the May Pathfinder, Marg Hough seconded. Motion was passed by a unanimous voice vote.

Management distributed copies of the amended Board of Directors Communications Policy for review.

Board Motion: Michael Olson motioned to approve the Board of Directors Communications Policy as presented, Alden Snyder seconded. Motion was passed by a unanimous voice vote.

Finance Committee – Michael Olson noted that that the two TCF Bank CDs would be due to mature on 4/24/16 and 4/29/16 respectively.

Board Motion: Michael Olson motioned that \$245,000 be withdrawn from the Hammi Bank money market account this week and deposited into a new TCF CD at 1% for 13 months; and

subsequently deposit the proceeds of the two maturing CDs into the Hammi Bank money market account, William Swiderski seconded. Motion was passed by a unanimous voice vote. The Finance Committee and Management are working together to standardize the assessment collection letters.

Maintenance Committee - Les Lavin reported that he had pulled out a dozen damaged trees from the nursery. Les asked Betty Long to look for about 10 to 15 area-appropriate deciduous trees at the Arboretum sale to plant in the nursery. Three Swamp White Oak trees and 3-4 conifers need to be removed from the nursery. Management will contact our contractor to conduct this work soon. Suggestions were to plant one of the Swamp White Oak in the standing water area of Area F, and one on the northeast corner, by the stop sign, at Green Trails and Carriage Hill Road. Les and Betty will identify other locations for the transplants.

Les also noted that in the County GTIA property database he has found 49 pins, 13 deeds and 17 plats that he has entered on a spreadsheet. Susan Quasney also found area deed restrictions references which have been added to the database. It has been noted that some of the GTIA property designations are inconsistent with the County references, so a cross-reference link will need to be incorporated. Les will work with Chris Lotysz to establish a workable GTIA interactive property database by the end of this summer. In identifying GTIA properties, it has been noted that a number of areas being mowed by GTIA do not appear to be owned by GTIA. This item will be addressed to the Board once the full database has been developed and evaluated.

Communication Committee – Marg Hough stated that the Communications Committee met to review the Pathfinder. Management agreed to be a second proof-reader of content before the newsletter is published. Pat Coughlin-Schillo will submit an article on the value of maintenance with respect to real estate values. Committee members are working on a digitalization process of GTIA documents, records and files and this effort will be coordinated with the property database being developed by Maintenance to ensure consistency for access and use.

Parks Committee –Pat Coughlin-Schillo distributed copies of Park District Evaluation Forms to be completed by Board members for their respective park assignments and returned to Pat prior to the May Board meeting. Members should also document ID numbers on light poles: green number tags are GTIA poles, blue number tags indicate poles belong to the Park District. Pat has requested Aaron Cerutti to post relevant Park District maintenance articles in the GTIA Pathfinder in May and in September. Chris Lotysz gave a synopsis of the March Park District Board meeting. Michael Olson will attend the April Park District Board meeting.

Old Business/New Business –None

Board Member Area Reports

Betty Long requested Management to reinforce her request to the City of Naperville to remove damaged trees along the east side of Naper Boulevard and suggest that they plant deciduous trees as replacements. Betty also suggested all Board members document locations of broken fences in their respective areas and that a Pathfinder article be written advising residents to maintain their fences.

Adjournment

Board Motion: There being no further business, William Swiderski motioned to adjourn the meeting, Michael Olson 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