

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, May 10, 2016

Peter Bakas called the meeting to order at 7:35 PM at Kennedy Jr. High School. Board members present: Peter Bakas, Pat Coughlin-Schillo, Tony Dolinar, Linda Gilbert, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Michael Monroe, Mark Munoz, Michael Olson, Susan Quasney, Alden Snyder and William Swiderski. Board member excused: Betty Long. Management: Julie and Tom Maschmeier. Paula Gleason was Recording Secretary. A quorum was present.

Open Forum – A Woodglenn resident was present to request reparation to a standing water area in the common area behind several residences on Carriage Hill. Grade has been impacted by the Woodglenn Park improvements and maturation of trees in the area whereby the original swale no longer performs as originally designed. Les Lavin and Susan Quasney visited this area. Management requested and obtained two separate quotes from Balanced Environment for optional resolutions to the ongoing problem.

Board Motion: Bob Klaeren motioned to accept the Balanced Environment proposal as presented to install a French Drain, not to exceed \$2,500, to mitigate the drainage issue at Golfview and Carriage Hill, William Swiderski seconded. Motion was passed by a unanimous voice vote.

Minutes of the Prior Meeting:

Minutes of the April meeting were reviewed. Les Lavin presented changes requested by Betty Long as follows: Under Management Report, page 2, paragraph 5, account” #ST2013” should be account “ #SR2013”; under Maintenance Committee, first paragraph, end of the next to last sentence, reference to “Green Trails and Greene Road” should be “Green Trails and Carriage Hill Road”; under Area Reports in first sentence, phrase that refers to “east side of College Road” should be “east side of Naper Boulevard”; then add, “and suggest that they plant deciduous trees as replacements”; then delete phrase, “mow areas that are overgrown”; add to last sentence, “and that a Pathfinder article be written advising residents to maintain their fences”.

Board Motion: William Swiderski motioned to approve the April minutes as amended, Pat Coughlin-Schillo seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

Michael Olson reviewed the April Balance Sheet and Income and Expense Statement. Michael also advised he had received a request from Betty Long that the negative retained earnings line item on the balance sheet be adjusted appropriately by the accountant to reflect a zero balance. The consensus of the Board was that it is not unusual for a balance sheet to reflect a negative retained earnings, that it would be more trouble than it is worth to try to adjust it at this time, and the issue will be tabled and presented to the new auditor for the 2016 audit preparation. The two maturing TCF Bank CDs were moved to Naperville Bank & Trust, with a money market account maintained at TCF. The West Suburban Bank money market account was closed and those monies deposited into the Hammi Bank money market account.

Board Motion: Tony Dolinar motioned to accept the check register expenditures of \$31,130.43 for May, 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 removed storm-damaged trees and two willow trees in the common area by Seven Bridges off of Carriage Hill Road. Winter cleanup is completed. Mowing service was initiated on April 13.

Spring planting of the five signage locations and accent areas will commence May 16 thru May 23. Broadleaf and second fertilization is being done this week and will be completed by week of May 8th. The fungicide and insecticide spray for the pines began the week of April 25th, scheduled to complete the week of May 2nd.

As a follow up to the Maintenance Committee and Board's approval, Management submitted a list of tagged pine trees primarily along College Road, and a few ash trees, to Balanced Environment for a quote to remove them this spring.

Management requested ComEd to make arrangements for turf repair to damage caused by their subcontractor to common area along the trail and at curbside for account #SR2011.

Management is communicating with ComEd to schedule repair work where SR3045 trail section behind the home is sinking due to ComEd running new lines under the trail last fall.

Management contacted the VOL Public Works to request trimming of the right of way bushes at entry into Tyrnbury. Public Works will prune what affects the line of sight. Balanced Environment will complete the work.

April 2016 annual assessments of \$1,430 were received.

Management completed eleven paid assessment letters and two refinance letters in April.

Management will send out eleven welcome packages for nine sales completed in April and two additional title transfer for the month of March.

Management filed three Release and Cancellation of Lien forms.

Management will most likely process 38 to 40 liens by the end of this month.

The "Delinquent Account Collection Policy" was published in the May Pathfinder.

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

Summer Board meetings will be held at Trinity Grounds for Hope.

Finance Committee – Michael Olson had nothing else to report.

Maintenance Committee - Les Lavin reported that Betty Long had purchased seventeen trees from the Morton Arboretum; six at full price and eleven at half-price. Six trees have already been planted and Les requested suggestions from Board members for placement of the remaining trees. One suggestion was to plant a conifer at a site three blocks into Tyrnbury. Alden Snyder will notify his neighbor about planting a tree in the standing water area previously reported. A Swamp White Oak will be planted at Green Trails and Carriage Hill. Mark Munoz asked if some deciduous trees could be planted on College Road. Les commented on the purported water problem in the common area across College Road from the fire station; he recommended slit

seeding to remediate the damaged area and then to wait to see if the problem reoccurs before taking any further action. Susan Quasney suggested an article be placed in the Pathfinder detailing how to properly discharge chemically-treated water from swimming pools. A quote was received from Balanced Environment to add “soil amendments” in our accent areas in order to reduce the need for watering. The quote was within the amount authorized during the last meeting so Management was advised to award the contract. Management and Balanced Environment will monitor the impact to determine whether this approach will provide a cost benefit as well as better care for the vegetation in the accent areas. Les also suggested additional soil and smaller flagstones be added to the signage areas to compensate for settling around the bases.

Les noted that basic information collection in support of development of the GTIA database is complete and currently includes cross-referenced pin numbers, deeds, plat numbers, deed restrictions, pertinent related documentation and searchable County descriptions of all GTIA-owned properties; Chris Lotysz and Susan Quasney will work with Les to format the database so as to incorporate interactively linked maps and documents in an effort to facilitate ease of use of the database. Custom maps pertinent to GTIA will also be developed as part of the process.

Communication Committee – Marg Hough stated that the Communications Committee met to review the Pathfinder, the website and document retention. Management supplied copies of a prior Document Retention Policy, which Marg distributed to Board members for their review and asked for any comments regarding the policy be submitted by the next Board meeting. In accordance with the Document Retention Policy, the Communications Committee reviewed six boxes of files submitted by Management and eliminated approximately two boxes of miscellaneous non-historical files to be recycled. Committee members will continue to work 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. General Election and voting information will be posted on the website as well as other relevant community events.

Parks Committee –Pat Coughlin-Schillo collected completed Park District Evaluation Forms and requested those forms not turned in to be submitted as soon as possible this week by Board members for their respective park assignment. Michael Olson gave a synopsis of the April Park District Board meeting. Bill Swiderski will attend the May Park District Board meeting.

Old Business/New Business –None

Board Member Area Reports

Marg Hough noted that the Village of Lisle has planted trees very close together south on Benedictine at Abbeywood.

Adjournment

Board Motion: There being no further business, Michael Monroe motioned to adjourn the meeting, Bob Klaeren seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 9:10 p.m.

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