

# **Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, August 9, 2016**

In Peter Bakas' absence, Les Lavin called the meeting to order at 7:30 PM at Trinity Grounds for Hope Meeting Room. Board members present: Tony Dolinar, Marg Hough, Bob Klaeren, Les Lavin, Mark Munoz, Michael Olson, Susan Quasney, Alden Snyder, William Swiderski. Board members excused: Peter Bakas, Pat Coughlin-Schillo, Linda Gilbert, Betty Long, Michael Monroe. Board member absent: Chris Lotysz. 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 July meeting were reviewed.

**Board Motion:** Bob Klaeren motioned to approve the July minutes, William Swiderski seconded. Motion was passed by a unanimous voice vote.

### **Treasurer's Report**

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

**Board Motion:** Alden Snyder motioned to accept the check register expenditures of \$40,420.65 for August, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

### **Management Report**

Telephone log line items were included in the Board packet.

Balanced Environment removed the 30 trees tagged for removal and stump grinding and completed the seed blanket restoration.

Balanced Environment completed the erosion/drainage project in the common area behind lots 206, 207 and 208 along Carriage Hill Road

Balanced Environment began prep work the week of 8/7 ahead of Murphy Paving by pruning and cutting back obstructions along the designated trails. Balanced Environment will also prune other areas in need as identified per the trail evaluation process.

Weather permitting, Murphy will commence with the overlay program on 8/29-8/30; crack sealing and sealcoating will follow on 8/31-9/1. Costs for sealcoating, crack fill and overlay are within budget. Management identified ten trip hazards which will be repaired. It was noted that the unit cost from Murphy represents an approximate 40% reduction in cost from the previous contractor for trip hazard repairs.

Approximately 600 tree rings were treated with RoundUp along Green Trails Drive, Golfview Drive and Abbeywood Drive east of College Road; remaining islands were also sprayed.

Management confirmed Acct#HTW001 property sold, title transferred 7/29/16 and property remained intact.

Request for re-grading of common area north of Account#HF5060 property, along the rail, is pending an on-site meeting with Marilyn Sucoe of the Village of Lisle to review the problem and discuss viable solutions and responsibilities.

Management received a request from Acct#CWD070 to install a fence. Issues pertaining to boundaries are under discussion but are expected to be resolved soon.

Acct#LW1004 reported standing water in the southwest corner of the property. Management submitted email and pictures to Marilyn Sucoe to review and discuss.

Management submitted educational letter of Violation of Rules and Regulations to Acct#WV2062 regarding new plantings in the common area. The plantings were removed; however, some may still border the common area and are being studied. Broader discussion followed concerning additional common area encroachments. The consensus of the Board was that the Maintenance Committee review this issue and make recommendations to the Board. It was also suggested that an article be published in the Pathfinder advising GTIA residents of existing GTIA policies relevant to encroachments in common area and corrective measures that may be taken.

July 2016 annual assessments of \$640 were received.

Management completed nine paid assessment letters and one refinance letter in July.

Management will send out ten welcome packages for sales completed in July.

Nationwide Insurance policy was renewed effective 8/2/16.

2016-2017 Rental contract and Certificate of Insurance submitted for renewal of LRC room at Kennedy Junior High.

An updated election article and candidate ballot was submitted for the August 2016 Pathfinder.

Management released three liens.

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

**Finance Committee** – Michael Olson distributed copies of a proposed 2017 GTIA budget that the committee felt was very conservative. Major items include estimated costs for the gazebo area renovation and a miscellaneous expense line item for common area mapping. With regard to trail lighting, the committee recommends using up the existing light pole inventory but then switching to new poles and fixtures based upon recommendations to be developed and reviewed over the next few months. Current expense levels for the accent area signage areas will be maintained; flowers are beautiful and many residents have expressed positive comments with regard to the same. Michael advised that the Finance Committee plans to recommend modifying the fee structure for documentation requests for sales and refinancing of units. Board members will review the proposed budget details and discuss the matter at the September Board meeting.

**Maintenance Committee** - Les Lavin reported that Maintenance Committee representatives had met with the Finance Committee and Management to discuss maintenance inputs for the 2017 proposed budget.

**Communication Committee** – Marg Hough stated that the Communications Committee will meet again to review the Pathfinder, the website and document retention.

**Parks Committee** – In Pat Coughlin-Schillo’s absence there was no report. Betty Long attended the July Park District Board meeting and submitted a written synopsis of the same to the GTIA Board. Pat Coughlin-Schillo will attend the August Park District Board meeting.

**Old Business/New Business** – None.

**Board Member Area Reports**

Area D – Tony Dolinar reported there are some corrugated, galvanized sewer pipes along the trail which appear to have been damaged. Maintenance and Management will investigate

**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 8:30 p.m.

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