

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, October 10, 2017

Peter Bakas called the meeting to order at 7:35 pm at Trinity Grounds for Hope. Board members present: Peter Bakas, Tony Dolinar, Marg Hough, Bob Klaeren, Les Lavin, Chris Lotysz, Michael Olson, Susan Quasney, Alden Snyder, Bill Swiderski and John Warrington. Members excused: Pat Coughlin-Schillo, Tom Maslanka, Michael Monroe, Mark Munoz. 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 September meeting were reviewed.

Board Motion: Alden Snyder moved to approve the September minutes, Bill Swiderski seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

William Swiderski reviewed the September Balance Sheet and Income and Expense Statement.

Board Motion: Michael Olson motioned to accept the check register expenditures of \$63,707.97 for October, Bob Klaeren seconded. Motion was passed by a unanimous voice vote.

Management introduced lighting distributor, Jim Harvey, to explain and display several lighting options for the GTIA light pole replacement program.

The first option was a large polycarbonate bulb fixture, 40 watt LED, that would attach to a 10' pole; it will not break, will not deteriorate, and has one hundred thousand hour guaranty for a 10-year no-maintenance life expectancy.

The second option was a 42" cylindrical concrete fixture that would be placed 3-1/2 feet into the ground, 40 watt LED, with a 30-year life expectancy.

The third option was a 42" Rabb 24 watt LED steel fixture that would be placed 36 feet deep in the ground with a 10-year life expectancy.

Management will provide pricing details on each option for consideration by the Maintenance Committee as part of this ongoing investigation.

Treasurer's Report – Continued

A copy of a draft audit report as submitted by JCMP & Associates,P.C. was distributed to Board members for their review.

Marge Hough noted one typo and indicated that she felt that could be an indication that the entire report may be erroneous. Marge also suggested the audit report should show comparisons of the prior year. Bill Swiderski responded that the typo was a minor one in the draft which would be amended and that prior year comparisons are not a requirement.

There was discussion about wording in Note 4 to the Financial Statement regarding the replacement funding program. The phrase in the second sentence should be amended to add the words: "and from time to time have been modified internally" in the interest of

comprehensiveness. Management will discuss this issue with the auditor.

A copy of the draft proposed 2018 budget was distributed to Board members for their review. After several comments on grammatical and/or spelling errors, it was also noted that one line item dollar amount was erroneously listed as 7, and should be corrected to reflect the proper amount of 5,025. Marge Hough requested that a footnote be added to the amended proposed budget indicating GTIA use of reserve funds. Management was requested to clarify the basis for estimates pertaining to several line items in response to questions from Board members.

Board members discussed at length the best format and venue to post the GTIA proposed audit report, tax return and budget. Management will work with the Communication Committee and the Pathfinder printer to determine the feasibility of printing methodology for these documents.

Management Report

Telephone log line items were included in the Board packet.

Commercial Asphalt Group completed the overlay portion of trail maintenance and several trip hazards. The sealcoating portion of the program began this week and will be completed within the week along with the remaining trip hazards.

Balanced Environment completed the turf maintenance program which included 3 fertilizer applications for broadleaf, post emergent crabgrass control and post emergent yellow nut sedge grass control.

Balanced Environment is scheduled to start brush clearing, tree trimming and removal of debris this week and it will take approximately three weeks to complete followed by soil restoration work, which will require approximately two weeks. Due to the recent extensive dry conditions, we did stop watering. Balanced Environment will start cleaning out the annuals in the signage and accent areas. We did put in four conifers south of Abbeywood by College and cleaned out the buckthorn in that area. Due to the extended drought, Balanced Environment has suggested we forego the traditional Pine Grove fall transplant program this year.

Management reported a foreclosure sale on acct #WV1075. GTIA has filed two liens against the property for delinquent amount of approximately \$800.

Management reported a foreclosure sale on acct #HF1037. GTIA has filed two liens against the property for delinquent amount of approximately \$1,300.

Management attended the Budget meeting on September 19th.

Management mailed 2017 Election Notice Letter and respective ballots to Green Trails residents and non-residents on September 28th. Management will maintain a tally of all votes received and the elected candidates will be announced at the November 14th Board meeting.

Management completed nine paid assessment letters in September.

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

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

Finance Committee – Bill Swiderski noted that the 2018 draft budget did not include any increase in residential assessments. He also noted that a line item was included in the amount of \$22,000 for needed trail light repairs and to test a small number of possible light replacement units. Marg Hough re-iterated that she would prefer more information on GTIA reserve funds be published.

Board Motion: Bob Klaeren motioned to amend the draft budget for publication in the newsletter with the removal of the number 7 in line item 5008 and replace it with the correct number of 5,025, Alden Snyder seconded. The motion was passed by a unanimous voice vote.

Maintenance Committee - Les Lavin noted no further report.

Communication Committee – Marg Hough noted the draft social media policy was given to all Board members for review and comment.

Parks Committee – In Pat Coughlin-Schillo's absence, Management noted that five new benches have been installed at Sun Valley, Timberlake and Tangleood Parks. Peter Bakas will attend the October Park District Board meeting.

Old Business/New Business – Bill Swiderski requested approval of the social media proposed policy as submitted and amended and to designate him as the Social Media Administrator.

Board Motion: Bob Klaeren motioned to approve the Social Media Policy as amended, subject to final approval of wording by the Board President, Peter Bakas, Michael Olson seconded. The motion was passed by a majority voice vote of ten affirmative, one negative.

Board Member Area Reports – None

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, John Warrington seconded. The motion was passed by a unanimous voice vote; the meeting was adjourned at 9:30 pm.

Respectfully submitted,
Paula Gleason, Recording Secretary