

Minutes of the Green Trails Improvement Association, Pending Board Approval Board of Directors Meeting Tuesday, March 8, 2022

Peter Bakas called the meeting to order at 7:05 p.m. at Trinity Grounds For Hope including virtual access. Board members participating: Greg Athas, Peter Bakas, Joe Broda, Jevon Knowles, Les Lavin, Gary Ledvora, George O'Hare, Michael Olson, Alden Snyder, Pavel Snopok, Liz Sullivan, Karen Szarek and John Warrington. Board member excused: Pat Coughlin-Schillo. Board member absent: Bob Klaeren. Administrative Assistant: Brenda Pung. Paula Gleason was Recording Secretary. A quorum was available.

Open Forum – None

Minutes of the Prior Meeting

Minutes of the February meeting were presented for review.

Board Motion: Liz Sullivan motioned to approve the February meeting minutes, George O'Hare seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

Joe Broda reviewed the February Balance Sheet and Income and Expense Statement.

As of February 1st the delinquent account amount was \$32,950.36 consisting of 18 accounts. Three payments in full and four partial payments were received for a total of \$2,507.49, which brings the previous year delinquent amount balance to \$30,442.87 representing 15 accounts. Beginning March 1st, we added 82 accounts that are past due on the 2022 assessment for a total of \$15,849.69, making our new delinquent balance \$46,292.56 representing 97 accounts.

Board Motion: Liz Sullivan motioned to approve the amended check register expenditures presented of \$12,337.73 for March, Karen Szarek seconded. Motion was passed by a unanimous voice vote.

Administrative Report

Financial reports for February 28, 2022 were included. Daily call logs were provided to the Board. During the period of 2/05-3/04, there were nine assessment letter requests and two refinance requests. A February list of five closings was included. Welcome letters are being sent to new owners relevant to annual assessments and general GTIA information. Lien releases are in process of being recorded and removed from two past due accounts.

Robert J. Ripp & Associates collected the GTIA files on 2/11/22 to begin work on the 2021 audit.

GTIA shared the cost with homeowners for tree maintenance at Yorkshire and at Deerpath.

As of 2/28/22 there are 97 unpaid accounts; a \$20 admin fee was added to all past due accounts. 89 demand letters were mailed on 3/1/22 to non-payers. Demand notices were not sent to 5 accounts that are on payment or installment plans; and demand notices were not sent to 3 accounts due to special financial circumstances.

As of February 3rd, \$382,958.31 assessment payments were collected for 1,986 accounts.

Administrative will begin trail inspection this month to identify needed trail maintenance and turf cleanup. Administrative will continue to follow up on open violations.

Finance Committee

No Report

Maintenance Committee

T&M completed the January work as weather permitted in late February.

T&M provided a proposal for tree removal behind Deerpath Court, the proposal was accepted, work completed and the cost was shared with one homeowner.

T&M was asked to provide a proposal for removal of additional trees identified for removal.

Board Motion: Gary Ledvora motioned to approve the T&M proposal in the amount of \$395, Michael Olson seconded. Motion was passed by a unanimous voice vote.

Management met with the Naperville engineer and homeowner regarding Telluride Court drainage. Both parties were advised that the drainage issue was not caused by GTIA and that GTIA has no responsibility to remediate. It's been determined that action taken by others is causing water to collect on the common area trail. The Naperville homeowner was advised to remove any items placed on the common area. Maintenance will ask our contractor for a proposal to restore the original drainage contour on GTIA property.

Development of a formal agreement for future mowing of Village of Lisle(VOL) ROW by GTIA is still under internal consideration. However, Maintenance will submit a letter to the VOL detailing the cost for 2022.

Maintenance and Administrative will continue to follow up on the "open" violations as weather permits. Current log indicates 3 closed in 2022, 14 open (9 with notifications, 5 pending notification), 3 on hold per Board-approved extra time to remedy. The 2 items identified previously as needing further investigation have been closed. An education letter was sent for one new violation and Administrative did receive a response.

Lisle Park District (LPD) contacted GTIA as to collaboration on our respective approaches to encroachments and drainage problems. Maintenance and LPD are drafting a joint article to address common issues, for publication in the Pathfinder and on the website.

A copy of the Balanced Environment proposal on signage and accent area planting selections for 2022 was received, modified by GTIA and BE signed. BE has also submitted details for a potential irrigation system. Maintenance requires further input pertaining to tapping into the VOL water system.

GEXPRO/Cree was notified that GTIA would accept modified replacement fixtures as long as the existing warranty remains in effect.

Maintenance has been attempting to resolve an issue with ComEd relating to underground wires at a light fixture south of Green Trails on College. Administrative will contact the VOL ComEd Public Affairs individual to request assistance in problem resolution for this matter.

Communication/Technology Committee

Liz Sullivan confirmed that the committee is continuing to work on the website. Additional information has been added, including the addition of pictures in motion.

Parks Committee

In Pat Coughlin-Schillo's absence, Liz Sullivan stated there was nothing new. Michael Olson gave a synopsis of the February Park District Board meeting. Pavel Snopok will attend the March Park District Board meeting.

Board Member Area Reports – None

Peter Bakas and the Board congratulated Brenda Pung on her successful completion of the CMCA exam and receiving her State License in Property Management.

Executive Session – To discuss Management

Board Motion: Les Lavin motioned to move to Executive Session, Liz Sullivan seconded. The motion was passed by a unanimous voice vote at 7:40pm. Motion to exit the executive session and reconvene the regular session made by Joe Broda, Michael Olson seconded, the motion was passed by a unanimous voice vote at 8:05pm.

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, Liz Sullivan seconded. The motion was passed by a unanimous voice vote, the meeting was adjourned at 8:06 p.m.

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