



MANAGEMENT UPDATE

Park Forest Cooperative IV Area E

May, 2018



Annual Meeting—2018



The 54th Annual Meeting was held on Wednesday, April 25th, 2018. There were 115 Members present. Joe Smith and Craig Williams were each re-elected and Barb Varner was elected to the Board for three-year terms. Sharon Walker was elected to the Board for a two-year term. The new Board of Directors held their Re-organization Meeting on Tuesday, May 1st, 2018. Joe Smith (CCD) was elected President and Membership Chair. Ken Price was elected Vice President and Planning Commission Co-Chair. Barb Varner was elected Secretary. Sharon Walker was elected Treasurer, Finance Commission Chair, and Green Commission Chair. Barbara Jackson (CCD) was elected Director-at-Large and Member Satisfaction Commission Chair. Joel Ramirez (CCD) was elected Director-at-Large and Planning Commission Co-Chair. Craig Williams (CCD) was elected Director-at-Large.



Important Dates



- Wednesday, May 23rd - Board Meeting @ 7:00 p.m.



Maintenance Staff

Please join us in welcoming Michael Perkins to our Maintenance Staff! Mike began his employment with the Cooperative on April 2nd, 2018. Michael has experience in many different areas of maintenance work. Congratulations Michael! We welcome you to our

QUARTERLY FURNACE FILTER REPLACEMENT

Please be advised that our quarterly furnace filter replacement will begin on Monday, May 14th. The schedule is as follows:

Monday, May 14th - Courts E-1 and E-2

Monday, May 21st - Court E-10

Tuesday, May 15th - Courts E-3 and E-4

Tuesday, May 22nd - Courts E-11 and E-13

Wednesday, May 16th - Courts E-5 and E-6

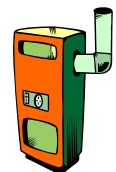
Wednesday, May 23rd - Court E-14

Thursday, May 17th - Courts E-7 and E-8

Thursday, May 24th - Elm and Gerstung duplexes

Friday, May 18th - Court E-9 and E-12

Friday, May 25th - Gibson and Krotiak duplexes





Court/Street Captains



Your Member Satisfaction Commission is looking for Shareholders who would like to serve as “Court or Street Captains.”

Court/Street Captains would set up the summer picnic for their court or street along with the Back-to-School event.

If you are interested in helping with your Member Satisfaction Commission as a Court/Street Captain, please join us at our next meeting on Tuesday, June 5th, 2018, at 7:00 p.m. in the Cooperative Office.

Thanking you in advance for your consideration.

Joe Smith - Chairperson



Dirt and Mulch Available



Maintenance has dirt and mulch available for Members. If you are interested, please contact the Cooperative Office at (708) 748-9005. Two bins of each are available at no charge. Additional buckets will be \$3.00 each. Requests are on a first come, first serve basis. Once the dirt and/or mulch is delivered to your unit, you have two days to disburse it as you see fit. After two days, Maintenance will pick up the bins whether they are full or not. If they are full when picked up, they will still count as your free bins. Make



Grounds



Spring is upon us and with the new season comes yard work. The Grounds Department offers services of trimming bushes, weeding of flower beds, window well cleaning, etc., for \$15.00 per hour. If Members are in need, call the Office and put in a work order. Please remember that if this grounds work is not completed, you may receive a warning and/or a fine if the work needs to be completed by the Cooperative. There is only one grounds warning given out for grounds violations in a calendar year. Grass cutting is



Marketing Report—Available Units



2 Bedroom Interior		3 Bedroom End	
E-5	\$13,500	E-10	\$24,400
E-7	\$13,500	E-13	\$13,400
E-10	\$16,400	E-14	\$17,000

To aid in the sale of your unit, contact the Cooperative Office and give permission for the staff to show your unit!

2 Bedroom DU/SD
\$22,400

3 Bedroom DU/SD
\$33,400

Don't forget, you will receive a \$100 referral fee for a person that purchases a unit and lists your name on the



Tree Fund



Contributions continue to be accepted for the Park Forest Cooperative IV John Zink Tree Fund. If you would like to make a contribution, you can write a check to Park Forest Cooperative IV. These contributions are used to plant trees on our property to replace trees that are being removed due to disease. If you have any questions, please contact the Coop-



Clean-Up Our Parks Day



Join the Park Forest Recreation and Parks Advisory Board for Clean-Up Our Parks Day on Saturday, May 19th, from 9:00 a.m. to 12:00 p.m., at Park Forest's Central Park. Spend the morning with friends and family helping spruce up some of Park Forest's parks. When you are finished you can enjoy grilled hot dogs for lunch, courtesy of the Recreation and Parks Advisory Board. Register now to receive alerts about this volunteer opportunity and others like it at villageofparkforest.com/volunteer. Select garbage clean-up/trash collection



Aqua Center Passes on Sale!



Park Forest Aqua Center season passes are on sale! Early Bird rates are \$72.00 for residents and \$92.00 for non-residents. There are discounted rates if your family exceeds three. Rates will increase on June 2nd so make sure you jump on the chance to get a pass for the cheaper rate. Registration can be completed on-line at activenet.active.com/vopf/login, at the Village Hall during normal business hours, or at the Park Forest Aqua Center on select dates. All registering must have an ID to serve as proof of residency and all of those registering as a family must reside at the same address. Take



Pet Policy



If a Member acquires a pet of any kind, the Management Office must be contacted immediately or you may be fined. This is the case even if the pet is not old enough to receive shots/registration. Thank you!



Annual Pet Registration



Please don't forget, all dogs and cats must be properly inoculated and licensed with the Village of Park Forest. A copy of the receipt for licensure of all pets must be provided annually to the Cooperative Office by May 31st. Failure to register your pet will



Pet Defecation



Please be careful and mindful of your neighbor's property when walking your pets. All pet defecation must be cleaned up immediately! You are responsible for your own yard whether you have a pet or not. Tickets and fines will be issued. Complaint Forms from your neighbors may also result in fines.

**Park Forest Cooperative IV Area E
May, 2018**

66 Fir Street
Park Forest, IL 60466

Phone: 708-748-9005
Fax: 708-748-7004
Emergency Maintenance: 708-754-2003



Mission Statement

Our mission is to work as a team, and fulfill the needs of the Members by providing quality service and workmanship, in a timely and professional manner in order to achieve the highest level of satisfaction of our Members.

If we fail to meet this mission in any way, please let us know so that we can improve our service and workmanship standards to

AREA E COOPERATIVE STAFF

Sandra J. Isaac, RCM, CCM, CAM, Property Manager

Tanya Pope, Office Assistant

Roxanne Shutts, Maintenance Secretary

Katie Paraday, Sales/Bookkeeping

Luis Hernandez, Maintenance Supervisor

Rudy Loera, Maintenance Staff

Mike Perkins, Maintenance Staff



www.parkforestcooperative.org



With Sympathy



We regret to inform you that Area E has lost a wonderful Shareholder.



Grounds Warning Tickets



Please remember, only one grounds warning ticket is issued to a unit in a calendar year. For example, if you received a warning ticket for weeds in May and in August it is noted that your grass needs to be cut, no warning ticket will be issued.



Work Orders



Please call in work orders for any problems you may encounter, no matter how small they may seem. Repairing problem areas early on will avoid larger problems. For example, if you notice bubbling of paint or sagging of a ceiling, please call the Office as this may be



Damage to Property



Please make sure that children and guests abide by all Cooperative rules. If Cooperative property is damaged, ultimately all Cooperative Shareholders pay. Carrying charges may be affected to account for repairs to the property. In order to help keep carrying charge increases to a minimum and keep Area E a beautiful place to live, please



Flower Reimbursement



The Cooperative will again reimburse Members for their purchase of flowers. You will be reimbursed half of your purchase price up to \$25.00. Those looking for reimbursement must bring their itemized receipts into the Office. Flowers and bushes are the items eligible for