



MANAGEMENT UPDATE



Park Forest Cooperative IV Area E

November, 2023

Happy Thanksgiving

The Cooperative Office will be closed on Friday, November 10th, in honor of Veterans' Day. We will re-open on Monday, November 13th at 9 a.m. The Cooperative Office will also be closed on Thursday, November 23rd, and Friday, November 24th, due to the Thanksgiving holiday. We will re-open on Monday, November 27th, at 9 a.m. Please call Emergency Service at (708) 754-2003 if you have a maintenance emergency while the Office is closed. Have a happy and healthy Thanksgiving holiday!!

AREA E COOPERATIVE BOARD OF DIRECTORS

- Craig Williams, CCS, President
- Jim Hardin, CCS, Vice-President
Green Commission Co-Chair
- Barb Varner, CCS, Secretary
Green Commission Co-Chair
- Rashad Sanford, CCS, Treasurer
Finance Commission Chair
- Barbara Jackson, CCS, Director-at-Large
Finance Commission Co-Chair
Member Satisfaction Commission Chair
Membership Chair
- Joel Ramirez, CCS, Director-at-Large
Planning Commission Co-Chair
- Karin Gerson, CCS, Director-at-Large
Planning Commission Co-Chair

IMPORTANT DATES

- November 15th -- Board Meeting @ 7:30 p.m.
ALL MEETINGS ARE HELD IN THE COOPERATIVE OFFICE.



Work Interruptions



We are very fortunate to have the best Maintenance Staff around. They are hardworking and work hard to complete all necessary maintenance and work orders for our Area that consists of 404 units. Greeting our Maintenance Staff is greatly appreciated; however, we ask that you give them the complete courtesy of allowing them to totally complete their work uninterrupted. Please call the Management Office with questions or work orders. Continuous interruptions to our Maintenance Staff may result in fines. Thank you for your cooperation.



Did You Know?



Thanksgiving has been celebrated nationally, off and on, since 1789. At the request of Congress in 1789, President George Washington signed a proclamation recognizing the celebration of a day to give thanks. Although this Proclamation was signed by President George Washington, it was not a federal law. So, as a result, President Thomas Jefferson (1801-1809) refused to honor or even acknowledge such a day for giving thanks. Now, at the end of Jefferson's presidential term, many celebrations of a day to give thanks resumed. In 1863 President Abe Lincoln signed a proclamation appointing the 4th Thursday of November as a day that the nation could celebrate this day of Thanksgiving. It was not until 1941 when the U.S. House of Representatives agreed with President Roosevelt to amend the standing proclamation and sign it into law. Thus, on December 26th, 1941, Thanksgiving became a federal holiday, wholly recognized by the United States government.



Veterans Day



We would like to say thank you to all Veterans, especially those in Area E Cooperative! The Park Forest Veterans Commission will host its annual Veterans Day Event on November 4th at 11:30 a.m. at Freedom Hall.

**Let Us Never Forget Our Veterans!
THOSE WHO SERVED UNTIL THE END OF THE WATCH!**



Marketing Report—Available Units



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

2 Bedroom Interior	2 Bedroom End	2 Bedroom DU/SD	3 Bedroom DU/CT
E-8 \$25,400	E-2 \$32,000	\$35,400	E-3 \$30,400
E-9 \$32,400		\$40,000	
E-14 \$22,400			

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

**Park Forest Cooperative IV Area E
November, 2023**

66 Fir Street
Park Forest, IL 60466

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



AREA E COOPERATIVE STAFF

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

Katie Paraday, Sales/Bookkeeping

Roxanne Shutts, Maintenance Secretary

Nia-Imani Thomas, Office Assistant

Luis Hernandez, Maintenance Supervisor

Juan Vega, Maintenance Staff

Eric Lewis, Maintenance Staff

David Bradley, Groundskeeper

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 meet your needs.

www.parkforestcooperative.org



Daylight Savings Time



Please don't forget to set your clocks back one (1) hour on Sunday, November 5th, at 2:00 a.m.



Gutter Cleaning



Family Waterproofing will be performing the annual fall gutter cleaning in the upcoming weeks. The crews will be on the roofs to clean out the gutters and downspouts. This work will be weather permitting and, once started, will continue until the entire property is completed. Please be patient as the work is being completed and allow the contractor time to fully-complete the job. Thank you!



Final Fall Clean-Up and Court Cleanings



Supreme Landscape will be conducting their final fall clean-up of the entire property, and they will also be cleaning court parking lots once a majority of the leaves have fallen and the fall gutter cleaning has taken place. Please remove all items such as lawn ornaments from your yard. If there are excess piles of landscape debris, such as pruning from shrubs, trees, and perennials, there may be an added cost. This cost will be passed on to the applicable Shareholder(s). Please always remember to let the Office know dates you may be out of town in case there are projects that may require your vehicle to be moved from your parking space. Thank you for your cooperation!

QUARTERLY FURNACE FILTER REPLACEMENT

Please be advised that our quarterly furnace filter replacement will begin on Monday, November 6th. The schedule is as follows:



Monday, November 6th—Courts E-1 and E-2

Tuesday, November 14th—Court E-10

Tuesday, November 7th—Courts E-3 and E-4

Wednesday, November 15th—Courts E-11 and E-13

Wednesday, November 8th—Courts E-5 and E-6

Thursday, November 16th—Court E-14

Thursday, November 9th—Courts E-7 and E-8

Friday, November 17th—Elm and Gerstung duplexes

Monday, November 13th—Courts E-9 and E-12

Monday, November 20th—Gibson and Krotiak duplexes



Flower Reimbursement



Don't forget, if you have dropped off itemized receipts into the drop box at the Office for perennial reimbursement, you need to contact the Office to set an appointment for your reimbursement to be picked up. Itemized receipts will be accepted and reimbursements given out through November 30th, 2023. Thank You!