



MANAGEMENT UPDATE



Park Forest Cooperative IV Area E

November, 2024

Happy Thanksgiving

AREA E
BOARD OF DIRECTORS

Craig Williams, CCS, President

Jim Hardin, CCS, Vice-President
Membership Chair

Member Satisfaction Commission Chair
Green Commission Co-Chair

Barb Varner, CCS, Secretary
Green Commission Co-Chair

Rashad Sanford, CCS, Treasurer
Finance Commission Chair

Joel Ramirez, CCS, Director-at-Large
Planning Commission Co-Chair

Karin Gerson, CCS, Director-at-Large
Member Satisfaction Commission Co-Chair
Planning Commission Co-Chair

Miquel Casara, Interim Director-at-Large

IMPORTANT DATES

- November 20th -- Board Meeting @ 7:30 p.m.
ALL MEETINGS ARE HELD IN THE COOPERATIVE OFFICE.

The Cooperative Office will be closed on Monday, November 11th, in honor of Veterans' Day. We will re-open on Tuesday, November 12th, at 9 a.m. The Cooperative Office will also be closed on Thursday, November 28th, and Friday, November 29th, due to the Thanksgiving holiday. We will re-open on Monday, December 2nd, 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!!



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!



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 Saturday, November 9th, with a Vietnam-era Huey helicopter landing in Central Park. Weather permitting, the landing will take place at noon. Veterans-related groups will be on hand with information and other materials celebrating our nation's Veterans and service men and women currently serving in the military. The event is free to attend. T-shirts are available for \$25 at Village Hall as part of a fundraising effort by the Veterans Commission for the program.

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



Daylight Savings Time



Please don't forget to set your clocks back one (1) hour on Sunday, November 3rd, at 2:00 a.m.

**Park Forest Cooperative IV Area E
November, 2024**

66 Fir Street
Park Forest, IL 60466

Phone: 708-748-9005
Fax: 708-748-7004



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

Eric Lewis, Maintenance Staff

Juan Vega, Maintenance Staff

Jason Hefner, Maintenance/Groundskeeper

Kevin McPhee, 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



With Sympathy



We regret to inform you that Area E has lost another wonderful Shareholder. Please keep the family of Ann Staples in your thoughts and prayers.

QUARTERLY FURNACE FILTER REPLACEMENT



Please be advised that our quarterly furnace filter replacement will begin on Tuesday, November 12th. The schedule is as follows:

Tuesday, November 12th—Courts E-1 and E-2

Wednesday, November 13th—Courts E-3 and E-4

Thursday, November 14th—Courts E-5 and E-6

Friday, November 15th—Courts E-7 and E-8

Monday, November 18th—Courts E-9 and E-12

Tuesday, November 19th—Court E-10

Wednesday, November 20th—Courts E-11 and E-13

Thursday, November 21st—Court E-14

Friday, November 22nd—Elm and Gerstung duplexes

Monday, November 25th—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 29th, 2024. Thank You!



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

E-3 \$32,000

E-7 \$30,000

E-8 \$25,400



2 Bedroom End

E-13 \$43,400

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