MANAGEMENT UPDATE

Park Forest Cooperative IV Area E **April, 2026**

2026 Annual Meeting

Area E will hold their Annual Meeting at Dining on the Green, 349 Main Street, Park Forest, on Wednesday, April 22nd, 2026, at 7:00 p.m. The purpose of the Annual Meeting will be to elect two Members to the Board of Directors. Both positions will hold a three-year term. Please plan on attending. Door prizes will be raffled off. Every vote counts, and we need yours! We look forward to seeing you there!

AREA E
BOARD OF DIRECTORS

Craig Williams, CCS, President

Jim Hardin, CCS, Vice-President
Membership Chair
Green Commission Co-Chair

Barb Varner, Secretary
Green Commission Co-Chair

Rashad Sanford, CCS, Treasurer
Finance Commission Chair

Miquel Casara, Director-at-Large

Doyle Sims, Director-at-Large

Doreen Payne Mays, Interim Director-at-Large

Annual Meeting Questions

Please submit any questions you may want answered in New Business at the Annual Meeting by April 17th, 2026, or the question will be deferred to the next Board Meeting. Thank you for your cooperation!

Annual Pet Registration

Don't forget, all dogs and cats must be properly inoculated and licensed in accordance with the Village of Park Forest Pet Ordinances by April 30th. A copy of the receipt for licensure of all pets must be provided annually to the Cooperative Office by May 31st. Failure to provide registration to the Office will result in a fine of $25.00 per pet per month. All pet licenses **MUST** be in the Member's name. Please notify the Office if you no longer own your pet(s).

Pet Reminders

Please be careful and mindful of your neighbor's and other private property and gardens when walking your pets. The *House, Grounds, and Member Relations Manual* states on Page 23 that Members must be in compliance with Village Ordinances in regard to pets. Failure to abide by the rules of the Cooperative and the Village of Park Forest may result in fines. The rules include, but are not limited to, cleaning up after your pet right away, letting dogs run free without a leash, and being unattended. Thank You!

Garbage Cans

With the windy conditions that we have been experiencing lately, please make sure that your trash is secured in your garbage cans with the lid on. This will help ensure that there is not trash scattered throughout the Cooperative. Thank you for your cooperation!

Shred Event

The Village of Park Forest will be holding a Shred/Drug Take Back Event on Saturday, April 25th, 10 a.m. - 12 p.m., at the corner of Forest Blvd. and Lakewood Blvd. You may bring two boxes of paper and prescription medications. Liquids and sharps are not allowed. Just pull up in your vehicle and the items will be taken from your trunk.

Bathroom Windows

Putting a small shower curtain over the bathroom window will protect the window parts from damage due to water and mildew. In doing this small task, you will avoid unnecessary charges for Maintenance replacing parts of the window, such as the closer and locks, due to negligence.

LETTERS OF INTENT

James Hardin

For the last 6 years I have had the honor and privilege of serving on the Board of Directors. I have been living here for 35 years. I have seen our Co-op come a long way in those years. I have been blessed to have been a past recipient of the Good Neighbor Award because of really great neighbors. I have a strong passion for Area E for now and the future, so I submit my name for consideration again.

Thank You, *James Hardin*

Doreen Payne-Mays

Dear Members,

I respectfully submit this Letter of Intent to be considered for the position of **Director** on the Cooperative Board. I have been a resident of our community for two and a half years and currently serve as the **Director at Large**, a role that has deepened both my appreciation for cooperative living and my commitment to serving our Membership with care, clarity, and integrity.

My interest in continuing as a full-time Director is grounded in my belief in responsible, member-centered leadership. I have more than **16 years of administrative and executive assistant experience** prior to my retirement from ComEd's Legislative & Governmental Affairs Department, where I supported high-level operations, communication, and organizational workflows.

This background has equipped me with the skills to manage complex information, maintain accuracy under pressure, and contribute meaningfully to a team environment.

I care deeply about the well-being of our community and the long-term stability of our Cooperative. It would be an honor to continue serving in a capacity that allows me to support thoughtful decision-making, strengthen communication, and uphold the values that make our Cooperative living successful.

Thank your for your time and consideration.

Sincerely, *Doreen Payne-Mays*

Pamela McCullough

I am writing to formally express my interest in joining the Board of Directors. As a resident of Park Forest for 15 years, I am deeply invested in the continued financial health, physical upkeep, and community spirit of our Co-op. With a diverse professional background spanning Academia, Media, Law, and Finance, I am confident in my ability to bring a unique, multifaceted perspective to your team.

Currently I function as a Doctor of Education, Independent Consultant, Mentor, and Confidence Coach. Providing expert guidance and support to individuals and organizations, while designing actionable strategies to enhance leadership abilities and emotional intelligence (EQ). Impacting both professional performance and personal effectiveness.

My career paths required me to master different disciplines, including:

- **Legal & Finance:** As a Professional Paralegal and former Commercial Banker, I bring a practical understanding of municipal legal frameworks, compliance, and financial management.
- **Media & Communication:** As a Radio Broadcaster, I excel in communicating complex information to the public and engaging with diverse audiences.
- **Networking & Partnerships:** As a Graduate of the Park Forest Civic Leadership Academy, I possess a firm understanding of local governance, advocating for community needs, and collaborative partnership building at the (Village Hall) level.

Furthermore, I hold a Certificate in Restorative Justice & Peace Circle Training from the Circuit Court of Cook County, Illinois, which equips me with skills to facilitate dialogue, enhance community trust, and promote inclusive leadership.

I am eager to apply my experience in strategic planning to ensure Park Forest Cooperative IV Area E maintains a well-managed, welcoming, and resilient community for all residents.

Thank you for considering my candidacy.

With love, *Pamela McCullough*

Highlights From The March Board Meeting

The March meeting of the Board of Directors was held on Wednesday, March 25th, 2026. All Board Members were in attendance with the exception of President Craig Williams and Secretary Barbara Varner. There were no Shareholders in attendance. The February 25th, 2026, Executive Session and General Session Board Meeting Minutes were approved. There were no Member Comments. There were two new Shareholders approved for Membership. Luis Hernandez, Maintenance Supervisor, reported they have been keeping up with garbage on the property, keeping up with sewer back-ups, keeping up with storm damage, keeping up with roof leaks, repairing water issues in the basements, repairing gutters and downspouts, keeping up with animal issues, keeping up with the Handyman Service, patching damage from roof leaks, working on move-out/move-in units, working on Cooperative-owned units, and repairing, servicing, and replacing sump pumps, faucets, shut-offs, drain lines, vent lines, toilets, supply piping, lights, outlets, switches, water heaters, window parts, doors, locks, etc. Animal issues and the recent lightning strikes on the property were briefly discussed. Executive Session Items were voted on. Sandy Isaac, Property Manager, reported there were four units on the market with one contract and three Cooperative-owned units, the fall clean-up is taking place in conjunction with the spring clean-up, we continue to await information from the Cook County Assessor's Office regarding the completed senior list for Tax Year 2024, Rich Township Assessor's Office will assist Cooperative Shareholders with their Tax Year 2025 information beginning in April if they hear from the Cook County Assessor's Office, and congratulated Roxanne Shutts, Maintenance Secretary, as she celebrated 16 years working for the Cooperative. There was no President's Report. Rashad Sanford, Treasurer, reported the 2025 1st Installment Real Estate Tax Bills were received in the total amount of $148,356.47 for the five parcels which will be paid on April 1st, 2026, the money will be transferred from the Tax & Insurance Escrow Account to the Operating Account, after the 2025 Workers' Comp Audit with The Hartford Insurance was completed with the report showing an amount due of $1,750.00 due to The Hartford readjusting the payroll figures after the 2024 Workers' Comp Audit, the 2025 Audit with Picker & Associates has been completed with the Draft Audit received for review, and the Management Representation Letter will be signed by President Craig Williams, Treasurer Rashad Sanford, and Sandy Isaac, Managing Agent. Jim Hardin, Green Commission Co-Chair stated he will talk with Village of Park Forest Sustainability Coordinator Carrie Malfeo about the possibility of a grant for a vent program. There was no Unfinished Business. The Board Meeting was adjourned at 8:15 p.m.

The Board of Directors has increased the Escort Water Department fee to $100.00.

Village Vehicle Sticker Renewal

Park Forest vehicle stickers for the 2026-2027 year go on sale March 2nd. Vehicle stickers must be displayed prior to May 1st on every vehicle that is registered with the State of Illinois with a Park Forest address, even if that vehicle is not located in Park Forest. Vehicles driven in Park Forest without a current vehicle sticker are subject to citations until a sticker is purchased and displayed. The stickers can be purchased at Village Hall and online at www.villageofparkforest.com/finance. A late fee will be assessed to vehicle sticker purchases made on or after May 1st. For more information, visit www.villageofparkforest.com or call (708) 748-1112.

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-4	$46,400
E-7	$30,000
E-13	$35,400

WELCOME!

Christopher Mathews

Anton Lewis

Katherine Helm-Lewis

2 Bedroom End

E-13	$45,000

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
April, 2026

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

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.

Find us on Facebook

www.parkforestcooperative.org

NOTE: Please note that the "Highlights From The Board Meeting" section of the *Update* are not to be confused with the actual Board Meeting Minutes which are approved by the Board of Directors. This section is to provide you with open communication regarding discussions at the Board Meeting for those of you who cannot attend. Approved Board Minutes are available for your review in the Cooperative Office by request to the Board of Directors. Members can request a copy of the Board Meeting Agenda the Tuesday prior to the Board Meeting. All Board Meetings are recorded. Please remember that the Executive Session Board Meetings held prior to the General Session Board Meetings may run longer than expected. We apologize for any inconvenience.

Glow on the Green Egg-Stravaganza

The Village of Park Forest is hosting a Glow on the Green Egg-Stravaganza on Friday, April 3rd ,beginning at 6:00 p.m. on the Village Green, 349 Main Street. It will be an egg-citing evening of family fun including raffles, arts & crafts, dance party with the Easter Bunny, a photo booth, scavenger hunt, and an adult egg hunt. The event is for all ages. Call 708-748-2005 to pre-register for this event. Don't miss out on this egg-cellent event for the whole family!

Water Damage

To help avoid water damage to your bathroom floor and kitchen ceiling, please point your showerhead into the bathtub. The bathroom floor should be dried after the shower or bathtub are used. While bathmats can be helpful, you should not let a wet bathmat sit on the floor. Using a shower liner in addition to the shower curtain is advised. If there is water damage to your kitchen ceiling that comes from water on the bathroom floor, fees may be assessed if repair work is necessary. Thank you!

Senior Exemptions

Rich Township Assessor's Office will be prepared to assist Cooperative Shareholders with their exemptions during the month of April once they are given direction from the Cook County Assessor's Office. Please be patient and refrain from continually calling both the Township Office and the Cooperative. Thank You!

Blood Drive

The Knights of Columbus Nina Council 3602 is hosting a Blood Drive in honor of Joe Smith. It will be held on Sunday, April 12th, from 9:15 a.m. to 1:45 p.m. at St. Veronica Parish, 1131 Douglas Avenue, Flossmoor. If you are interested in donating blood, please call Vitalant at 877-258-4825 or visit vitalant.org and use group code 10055362. Appointments are recommended, but walk-ins are welcome. You must bring a Photo ID to your appointment. To prepare for donation, eat and hydrate well.