

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
August 27, 2024

6:30 PM

Roll Call: Trustee Stalcup, Trustee Sutton, Trustee Kowalczyk,
Also, Present: Trustee Bobbe and Debbie DeBoer

Pledge of Allegiance

Public Comment: There is no public in attendance

Approval of Agenda for 8/27/2024 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda with the update of replacing Shari Frieders name with Julie Walker, Operations Manager, for our Food Pantry update. Trustee Sutton 2nds; Motion carried unanimously.

Food Pantry Update:

Julie Walker attended the meeting to provide an update on what was occurring at the food pantry. Not much information was shared, as the questions the board had were not ones she was able to answer.

Approval of Minutes:

- a. July 17, 2024 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes from July 17, 2024, Trustee Sutton 2nds; Motion carried unanimously.

Approval of Destruction of Audio Recordings from Closed Session Meetings for January 2023 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from January 2023 or earlier. Trustee Sutton 2nds: Motion carried unanimously.

Treasurers Report: Administrator (Debbie)

1. The Financial reports include the accounts payable and accounts receivable register for July 17, 2024, through August 27, 2024. The balance sheet is as of August 27, 2024. There is a profit and loss for the fiscal year and an employee payroll report for the current year-to-date.
2. Review and approve Sugar Grove Township Community Building accounts payable for July 17, 2024, through August 27, 2024. Check numbers 12193-12217. No debit cards, and three payroll periods: July 25, 2024, August 8, 2024, and August 22, 2024.

3. Trustee Stalcup motions to approve the accounts payable for July 17, 2024, through August 27, 2024; Check numbers 12193-12217; No debit card purchases and three payroll periods: July 25, 2024, August 8, 2024, and August 22, 2024. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. Thurs July 18th at 10 am was a meeting here in the Parlor for the Halloween event in Sugar Grove. It will be a giant multi-group event. We can discuss.
2. Tuesday, July 23rd put new flags on pole before corn boil events. We will discuss Corn boil fun fair and signage (parking/no parking) during unfinished business.
3. Finally received all clear from AT&T. Took a while for them to remove us. At first only disconnected land line. Had to call back for the elevator line. Big mess, but all clear arrived July 25th.
4. Elevator clean/check on August 13th.
5. Reached out to First Secure to confirm collateral agreement for our two cd's that will renew next month (9/26). We will no longer need the interest mailed each month.
6. Gym floor was resealed 8/15/24.
7. Talked with Otis regarding our new contract. Will discuss later under Proposals/Quotes.
8. Noticed "general insurance" amount on audit was incorrect. Waiting to hear back from auditors.
9. Jim Kreitz gave his notice next door. Tom is interviewing for his replacement.

Scheduler Report (Debbie)

1. Four (4) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. One (2) Parlor rentals (HOA)
5. Two (2) Dining Room
6. Two (2) week-long camps hosted by the Park District
7. Four (4) Dining Room

Township Building Liaison

1. Blackberry Creek is running at 7.1 cfps.
2. The Township approved their audit for year ending March 31, 2024
3. Jim Kreitz spoke at the last meeting and said he has worked at the Township since 2013 and that unfortunately he was going to have to retire. Supervisor Rowe said that Kim who currently does payroll can do some payables and other entries remotely in the interim. Jim will stay on board with fewer hours until a replacement can be found.

Unfinished Business:

1. 2024 Corn Boil Fun Fair

Discussed how we felt it all went. Looking forward to next year.

2. Food Pantry

This was discussed earlier with Julie Walker.

New Business:

1. Review Correspondence. - None

2. Review Proposals and Quotes

Guardian Sealcoat Quote for Basketball Striping.

Trustee Stalcup motions to approve the quote from Guardian to stripe 3 basketball hoops lines for parking lot in the amount of \$800. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

Executive Closed Session – No.

Trustee Kowalczyk makes a motion to adjourn the open meeting at 7:50 pm Trustee Sutton 2nds; motion carried unanimously.

Our next regular meeting date is September 17, 2024, at 6:30 pm.