

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
September 17, 2024

6:30 PM

Roll Call: Trustee Stalcup, Trustee Sutton, Trustee Kowalczyk,
Also, Present: Debbie DeBoer - Trustee Bobbe was absent

Pledge of Allegiance

Public Comment: There is no public in attendance

Approval of Agenda for 9/17/2024 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda as is. Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

- a. August 27, 2024 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes from August 27, 2024, Trustee Sutton 2nds; Motion carried unanimously.

Approval of Destruction of Audio Recordings from Closed Session Meetings for February 2023 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from February 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 August 28, 2024 through September 19, 2024. The balance sheet is as of September 19, 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 August 28, 2024 through September 19, 2024. Check numbers 12218-12238. No debit cards, and two payroll periods: September 5, 2024, and September 19, 2024.
3. Trustee Stalcup motions to approve the accounts payable for August 28, 2024 through September 19, 2024; Check numbers 12218-12238; No debit card purchases and two payroll periods: September 5, 2024, and September 19, 2024. Trustee Sutton 2nds.
Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. Not too much to discuss since our meeting was just 3 weeks ago.
2. Basketball lines were painted on Sunday, Sept. 1st. I will share post.
3. Cintas was here for our annual sprinkler system test on Thursday Sept. 12th. I also had another tech come out with them and complete our Annual Fire Alarm test as well. There is a sprinkler head in the women's rest room that is painted that will need to be replaced. We will discuss this under proposals and quotes.
4. Two cd's will renew 9/26. We will no longer need the interest mailed each month. We now have a bailment agreement with Old Second that is a collateral agreement to cover our amount that goes over the FDIC amount.
5. I spoke with Scott at the park district, and they will have two portable toilets at the Halloween event.
6. On Tuesday September 10th the scouts left the dining room door open. We will discuss.
7. We have another Halloween event meeting on Thursday (Sept 19th) in the afternoon. Time is 2pm – 3pm. We will have our October meeting prior to the event.
8. They have hired Jim's replacement. Her name is Bridget.
9. They library is excited to be part of the Halloween event. Genna offered some librarians to help run a few games. I am meeting with her Thursday prior to the group meeting here from 2-3 pm. The Village is on board now as well. This will be bigger than Holiday in the Grove.
10. American Tree and Turf was here Friday, Sept. 13th.
11. I will be on vacation October 27-November 3rd. I will be working that Monday, Nov. 4th for voting set-up.

Scheduler Report (Debbie)

1. Four (4) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. Two (2) Parlor rentals (HOA)
5. Three (3) Dining Room
6. One (1) Clothes Closet

Township Building Liaison

No updates

Unfinished Business:

None

New Business:

1. Review Correspondence. - None
2. Review Proposals and Quotes

Cintas

Cintas provide a quote to replace a painted sprinkler head in the women's restroom. The total cost was \$2,028.50. Trustee Stalcup said that amount sounds too high so he motions to approve the repair not-to-exceed \$1,000 and will look for a company to provide a quote. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

Otis Elevator

Otis provided their new 5-year service contract. It is the exact same coverage that we currently have, but at a 10% discount for less than normal usage. Trustee Stalcup motions to approve the new maintenance contract in the amount of \$2,430 yearly for five years. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

Second Chance Solutions

Trustee Stalcup motions to approve the purchase of a new Zoll AED 3 package from Second Chance, for an amount not-to-exceed \$3,000 (final cost was \$1,697.75). 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 6:59 pm Trustee Sutton 2nds; motion carried unanimously.

Our next regular meeting date is October 15, 2024, at 6:30 pm.