

SUGAR GROVE COMMUNITY BUILDING  
Board Meeting Minutes (in-person)  
October 15, 2024

6:30 PM

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

Pledge of Allegiance

Public Comment: There is no public in attendance

Food Pantry Update. Q&A Session

Approval of Agenda for 10/15/2024 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda as is. Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

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

Approval of Destruction of Audio Recordings from Closed Session Meetings for March 2023 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from March 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 September 20, 2024 through October 17, 2024. The balance sheet is as of October 14, 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 September 20, 2024 through October 17, 2024. Check numbers 12239-12259. No debit cards, and two payroll periods: October 3, 2024, and October 17, 2024.
3. Trustee Stalcup motions to approve the accounts payable for September 20, 2024 through October 17, 2024; Check numbers 12239-12259; No debit card purchases and two payroll periods: October 3, 2024, and October 17, 2024. Trustee Sutton 2nds.  
Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

## Committee Reports

### Administrator Report (Debbie)

1. Tuesday, September 24<sup>th</sup> my network was down. I will discuss.
2. Boilers were turned on 10-1-24. All four bladders needed to be replaced. One we were aware of. The other 3 were flat when he went to turn them on. HOH Water Systems. We can discuss.
3. New AED was installed 10-1-24.
4. Both backflow units were inspected and passed on 10-1-24.
5. Two cd's renewed on 9/26. They both are a 13 month, so their new expiration date is 10/26/25. We have a \$70,000 CD expiring on 10/23/24. We will renew that one at the best rate, so either a 9 month or a 13 month. I won't know until the week prior what the rate will be.
6. REMINDER!!! Our Halloween Event is Saturday, October 26<sup>th</sup>!
7. Still have not received a date to fix the sprinkler head.
8. Since we were renewing our contract with Otis, I took advantage of the timing and was able to get her to waive the \$95 gas charge for this year.
9. REMINDER I will be on vacation October 27-November 3<sup>rd</sup>. I will be working that Monday, Nov. 4<sup>th</sup> for voting set-up.

### Scheduler Report (Debbie)

1. Eight (8) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. One (1) Clothes Closet

## Township Building Liaison

1. Blackberry Creek is running at 8.62 cfps (low)
2. The Township is moving forward with the Food Pantry moving to the bus barn, as we heard earlier in the meeting.

## Unfinished Business:

1. No Trick/Just Treat Event update

## New Business:

1. Review Correspondence. - We received a letter from the Village of Sugar Grove regarding Terminated TIF #1 20241001.
2. Review Proposals and Quotes

### Wire Wizard

Wire Wizard provided a quote for: 1. to replace our zoom camera on the gazebo (\$876). 2. for a new camera that can see the front of the bus barn (\$265) and 3. a new 16-port switch to replace two 5-port switches for our camera system not to exceed \$150. Trustee Stalcup motions to approve all 3 items, Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

### HOH Water Technology

HOH water Technology quoted us \$300 to come out and test our water in our sealed-looped boiler system. Trustee Stalcup motions to approve the quote. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

### Specialty Floors

Trustee Stalcup motions to approve the quote from Specialty Floors to sand/seal our gym floor in 2025 (we approve early so I can get the date I want on the calendar). 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 8:31 pm Trustee Sutton 2nds; motion carried unanimously.

Our next regular meeting date is November 12, 2024, at 6:30 pm.