

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
January 14, 2025

6:30 PM

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

Pledge of Allegiance

Public Comment: There is no public in attendance

Approval of Agenda for 1/14/2025 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda with the correction of the next meeting date to be February 18th, 2025. Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

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

Approval of Destruction of Audio Recordings from Closed Session Meetings for June 2023 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from June 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 December 18, 2024 through January 14, 2025. The balance sheet is as of January 14, 2025. 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 December 18, 2024 through January 14, 2025. Check numbers 12309-12329. No debit card purchases and two payroll periods: December 26, 2024 and January 9th, 2025.
3. Trustee Stalcup motions to approve the accounts payable for December 18, 2024, through January 14, 2025; Check numbers 12309-12329; No debit card purchases and two payroll periods: December 26, 2024 and January 9th, 2025. Trustee Sutton 2nds.
Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. December 19th I filed our tax levy at Kane County.
2. Renter on December 21st used the oven and cook top. Need to discuss.
3. Thursday January 2nd our internet was installed.
4. Monday January 6th the ice rink was set up. Noticed a tree is down on the back of the property. I will ask Doug to grab it when they start their tree trimming in spring. The park district noted that the grass has tire marks and areas that have been dug up. (food pantry activity). I am waiting until spring, and the construction is complete to address the issues with Shari Frieder's. They cannot do anything now, due to the weather, so I am sure they will make it whole when the weather is nice.
5. Tuesday, January 7th found a bat in our kitchen trap behind the oven. Also, the plumber came out and camera'd the line. Will discuss. Also, Jim Daw stopped by about next steps with internet. Will discuss.
6. Thursday January 9th I filed our Certificate of Exempt Status for 2025 with Kane County (property tax exempt).
7. Due to the holidays, I have not reached out to the window or blind companies. I will do so shortly.

Scheduler Report (Debbie)

1. Five (5) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. One (1) Clothes Closet
5. Two (2) Gym rentals
6. Seven (7) Dining Room rental
7. Two (2) Community Events
 - a. Christmas Tree Lighting event, Cocoa and Cookies in Dining Room
 - b. Holiday in the Grove

Township Building Liaison

1. Water is running at 15.7 cps
2. Township passed the meeting dates for 2025
3. They approved the 708 social service funding.
4. Pedestrian Bridge work has begun.

Unfinished Business:

1. Building Internet Service
Discussed the need of sonic wall and will review under proposals and quotes.
2. Consideration and Potential Approval of 2025 Township Meeting Dates and Times.
Trustee Stalcup motioned to approve the 2025 meeting dates and times as presented, Trustee Sutton 2nds; motion carried unanimously.

New Business:

1. Review Correspondence. We had three items of correspondence. First, we received a letter regarding a CD that will mature next week. Second was a policy renewal informational letter from Utica. Third was a letter from the bank regarding a credit regarding a shipping error on an order.
2. Review Proposals and Quotes

- a) James Daw Quote for Firewall installation.

Trustee Stalcup motioned to approve the quote prepared by James Daw to purchase and install a firewall on our new Metronet internet portal to the Township building. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes, Trustee Kowalczyk: yes

- b) Artlip quote for Chemical Feeder

Trustee Stalcup motioned to NOT approve the quote prepared by Artlip for the Chemical feeder and installation. He suggested getting a second quote. Trustee Sutton 2nds. We will reach out to the water testing company (HOH) and ask for a vendor in our area they are familiar with to receive a quote from.

Executive Closed Session – No.

Trustee Stalcup makes a motion to adjourn the open meeting at 7:12 pm Trustee Sutton 2nds; motion carried unanimously.

Our next regular meeting date is February 18, 2025, at 6:30 pm.