

SUGAR GROVE COMMUNITY BUILDING  
Board Meeting Minutes (in-person)  
June 20, 2023

6:30 PM

Roll Call: Trustee Stalcup, Trustee Sutton (Trustee Kowalczyk – absent)

Also, Present: Debbie DeBoer and Trustee Bobbe

Pledge of Allegiance

Public Comment: There is no public in attendance

Approval of Agenda for 6/20/2023 – Agenda reviewed. Trustee Sutton makes a motion to approve the agenda with the addition of adding the Budget Meeting minutes under the Approval of Minutes. Trustee Stalcup 2nds; Motion carried unanimously.

Approval of Minutes:

- May 16, 2023 – Budget Meeting Minutes - Trustee Stalcup motions to approve the budget meeting minutes from May 16, 2023, Trustee Sutton 2nds; Motion carried unanimously.
- May 16, 2023 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes from May 16, 2023, Trustee Sutton 2nds; Motion carried unanimously.

Treasurers Report: Administrator (Debbie)

1. The Financial reports include the accounts payable and accounts receivable register for May 19, 2023 through June 20, 2023. The balance sheet is as of June 20, 2023. There is a profit and loss budget vs actual 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 May 19, 2023 through June 20, 2023. Check numbers 11838-11872. We had two payroll periods: June 1, 2023 and June 15, 2023.
3. Trustee Stalcup motions to approve the accounts payable May 19, 2023 through June 20, 2023. Check numbers 11838-11872; no debit card payment this month and two payroll periods: June 1, 2023 and June 15, 2023. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes

## Committee Reports

### Administrator Report (Debbie)

1. Tuesday, May 30<sup>th</sup> I filed out budget at Kane County.
2. Found out there was a couple of errors on the newsletter. Senior game day is Tuesdays, not Mondays and the first Groovin' in the Grove was incorrect.
3. The painters had a lot to deal with when painting the gazebo and the enclosure. They encountered bees, grass cut, (tall grasses around dumpster) and had all the wood that touched the cement just crumble. Signs were rusted on the enclosure. Had to cut them off. It was a lot more work than expected. Additional materials were needed.
4. June 1<sup>st</sup> I had to pull papers for the Auditor, and I had to complete a "Fraud Interview". The garbage enclosure was painted today.
5. June 6<sup>th</sup> More audit papers needed. Stared cross-training Sarah.
6. June 8<sup>th</sup>, Fake FOIA request. Talked with Tom Rowe about and replied that it seemed fraudulent.
7. New person I am dealing with and Weisbrook has been super busy and hasn't come out. I asked for a 1-time visit clean and check on the 4 split units and said that the check on the new AC's should be free, that they were installed in October and have not been used, should be checked as new. Waiting for quote.
8. Talked with Jackie Link about Corn Boil. Will discuss.
9. June 20<sup>th</sup>, came in to water all over the kitchen floor. It was clean. Figured out our hot water tank blew. Called RJ Kuhn and they were here to fix and replace within 30 minutes.
10. Corn Boil is a month away! It's a lot to do for one person. We need to approve Face Painter and make sure we all can find 4 volunteers.

Scheduler Report (Debbie)

1. One (1) Dining Room party rentals
2. Ten (10) scout meetings (boy/girl/leader mtg)
3. One (1) Senior Lunch
4. One (1) Senior Game Day
5. Clothes Closet
6. One (1) Gym rentals

Township Building Liaison (John Bobbe).

Trustee Bobbe filled us in on the latest updates:

- Blackberry Creek is at drought level.
- There were discussions about the new Blackberry Creek Pedestrian Bridge.
- All the lawn mowing slots are full and mowing has begun.

Unfinished Business:

Current status of the basketball hoops was discussed. Waiting for reply from a vendor.

New Business:

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

None

Trustee Stalcup makes motion to adjourn the open meeting at 6:59 pm. Trustee Sutton 2nds; motion carried unanimously.

Our next regular meeting date: July 18, 2023 at 6:30 pm.