

SUGAR GROVE COMMUNITY BUILDING  
Board Meeting Minutes (in-person)  
July 18, 2023

6:36 PM

Roll Call: Trustee Stalcup, Trustee Sutton, Trustee Kowalczyk

Also, Present: Debbie DeBoer and Trustee Bobbe

Pledge of Allegiance

Public Comment: There is no public in attendance

Approval of Agenda for 7/18/2023 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda with the addition of adding “Discussion of Closed Session Minutes” under “Unfinished Business”. Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

- June 20, 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 June 21, 2023 through July 18, 2023. The balance sheet is as of July 18, 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 June 21, 2023 through July 18, 2023. Check numbers 11873-11893. We had two payroll periods: June 29, 2023 and July 13, 2023.
3. Trustee Stalcup motions to approve the accounts payable June 21, 2023 through July 18, 2023. Check numbers 11873-11893; no debit card payment this month and two payroll periods: June 29, 2023 and July 13, 2023. Trustee Kowalczyk 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Kowalczyk: yes, Trustee Sutton: yes

## Committee Reports

### Administrator Report (Debbie)

1. Tuesday, June 20<sup>th</sup>, Hot Water heater blew. (update for Steve since he wasn't at last mtg).
2. Thursday, June 22<sup>nd</sup>, attend Holiday in the Grove meeting. Will Discuss.
3. Tuesday, June 27<sup>th</sup> worked with Sarah. I cut and sprayed weeds.
4. Fun Fair. All of my extra time has been fun fair filled! Created marketing post. Created golden tickets for face painter. Also made tickets for basket drawing and penny guess.
5. Bus Barn, maps and tree lights stuff gone.
6. 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 we agreed that the check on the new AC's should be free, that they were installed in October and have not been checked since installed. Waiting for quote.
7. FOIA request – will use what Township has, will have to pay Jaime to copy/paste to our page.
8. Elevator Certificate of Operation arrived.
9. Tree branch needs to be cut.
10. Corn Boil is 2 days away!!!!

Scheduler Report (Debbie)

1. Four (4) Dining Room party rentals
2. Six (6) scout meetings (boy/girl/leader mtg)
3. One (1) Senior Lunch
4. One (1) Senior Game Day
5. One (1) Clothes Closet
6. No Gym rentals (closed for summer)
7. Three (3) Parlor rentals

Township Building Liaison (John Bobbe).

- Our last meeting was held at the Road and Bridge building.
- Blackberry Creek is running at 58 CFM (cubic feet per minute).
- Senior Lawn Mowing currently has 10 registered for the 2023 season.
- Kane County KASA was at our last meeting and provided an update on the children they are helping. Last year they were helping 2 children. This year is 6.

Unfinished Business:

- Current status of the basketball hoops was discussed. Waiting for reply from a vendor.
- Trustee Stalcup discussed his review of closed session minutes. The board picked a date to have a meeting to review said minutes. The date will be August 8, 2023 at 6:30 pm.

New Business:

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

Trustee Kowalczyk makes motion to adjourn the open meeting at 7:14 pm. Trustee Stalcup 2nds; motion carried unanimously.

Our next meeting date is: August 8, 2023 at 6:30 pm to review closed session meeting minutes.  
Our next regular meeting date is: August 15, 2023 at 6:30 pm.