

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
November 14, 2023

6:30 PM

Roll Call: Trustee Sutton, Trustee Stalcup. Trustee Kowalczyk was absent

Also, Present: Debbie DeBoer. Trustee Bobbe was absent

Pledge of Allegiance

Public Comment: There is no public in attendance

Approval of Agenda for 11/14/2023 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda. Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

October 17, 2023 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes from October 17, 2023 Trustee Sutton 2nds; Motion carried unanimously.

Approval of Destruction of Audio Recordings from Closed Session Meetings for April 2022 or earlier. Trustee Sutton motion to approve the destruction of any audio recordings from closed session meetings from April 2022 or earlier. Trustee Stalcup 2nds; Motion carried unanimously.

Treasurers Report: Administrator (Debbie)

1. The Financial reports include the accounts payable and accounts receivable register for October 20, 2023 through November 16, 2023. The balance sheet is as of November 16, 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 October 20, 2023 through November 16, 2023. Check numbers 11962-11987. We had two payroll periods: November 2, 2023 and November 16, 2023.
3. Trustee Stalcup motions to approve the accounts payable for October 20, 2023 through November 16, 2023. Check numbers 11962-11987; no debit card payment this month and two payroll periods: November 2, 2023 and November 16, 2023. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes, Trustee Sutton: yes.

Committee Reports

Administrator Report (Debbie)

1. Had a meeting with the Park District November 7th regarding Make 2024 Magical on December 30th. Ordering of items, games, etc. I will discuss my notes.

Also discussed other Park District items.

Dance:

a. Session 1 (8wk) - 1/25 - 3/14

b. Session 2 (8wk) - 4/11 - 5/30

Pickle Ball

Hourly (or 45 min) sessions

2. Items to discuss:
 - a. AT&T (phone lines and elevator line)
 - b. Seal coat and stripe parking lot (Owen Smith w/ Abbey)
 - c. Front doors
3. Talked with Tom about Food Pantry. Will discuss.
4. Ice Rink setup Thursday.

Scheduler Report (Debbie)

1. Six (6) Dining Room party rentals
2. Nine (9) scout meetings (boy/girl/leader mtg)
3. One (1) Senior Lunch
4. One (1) Senior Game Day
5. One (1) Clothes Closet
6. Five (5) Parlor rentals (2 are HOA mtgs)
7. Five (5) Gym rentals

Township Building Liaison (Jon Bobbe was absent)

N/A

Unfinished Business:

- a. Current status of the basketball hoops was discussed. Waiting for reply from a vendor.
- b. Discuss Make 2024 Magical. Debbie shared her meeting notes with the Board from her meeting with the park district.
- c. Discuss Front Door Repair (table until next month)
- d. Ice Rink Update - Installation of the ice rink is scheduled for November 16th. Hopefully it will be cold enough so people can skate during Holiday in the Grove.

New Business:

- a. Review Correspondence. - None
- b. Review Proposals and Quotes
 - i. Van's Lock and Key – Quote to rekey storage closets. Not to exceed \$200. Trustee Stalcup motioned to approve quote from Van's Lock and Key to rekey the storage closets in the amount of \$135 plus keys (\$4 a key). Trustee Sutton 2nd. Roll Call Vote. Trustee Stalcup: yes, Trustee Sutton: yes.
 - ii. Holmgren Electric (Proposal 8094) in the amount of \$1,258.00. Trustee Sutton motioned to approve proposal from Holmgren Electric, Proposal number 8094, to replace 1 ground light and replace 1 bad wall pack with a new wall pack. Also install 12 custom covers for the light fixtures in the table and chair room, in the amount of \$1,258. Trustee Stalcup 2nd. Roll Call Vote. Trustee Sutton: yes, Trustee Stalcup: yes.
- c. New game ideas for 2024 Corn Boil Carnival. This was discussed.
- d. Consideration & Potential Approval of Estimated Levy for Community Building Funds
Trustee Stalcup motioned to approve the estimated Levy for the Community Building Funds as presented. Trustee Sutton 2nd. Roll Call Vote. Trustee Stalcup: yes, Trustee Sutton: yes.

Trustee Sutton makes motion to adjourn the open meeting at 7:43 pm. Trustee Stalcup 2^{nds}; motion carried unanimously. Our next regular meeting date is: December 12, 2023 at 6:30 pm.