

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
March 17, 2026

6:34 PM

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

Also, Present: Jon Bobbe and Debbie DeBoer

Pledge of Allegiance

Public Comment: There is no public in attendance.

Approval of Agenda for 3/17/2026 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda with the correction that no executive session is needed, Trustee Kowalczyk 2nds; Motion carried unanimously.

Approval of Minutes:

- a. February 17, 2026 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes for February 17, 2026 as amended, Trustee Kowalczyk 2nds; Motion carried unanimously.
- b. February 17, 2026 - Closed Session Minutes - Trustee Stalcup motions to approve the closed session minutes for February 17, 2026 as amended and keep closed, Trustee Kowalczyk 2nds; Motion carried unanimously.

Approval of Destruction of Audio Recordings from Closed Session Meetings for August 2024 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from August 2024 or earlier. Trustee Kowalczyk 2nds: Motion carried unanimously.

Treasurers Report: Administrator (Debbie)

1. The Financial reports include the accounts payable and accounts receivable register for February 20, 2026 through March 19, 2026. The balance sheet is as of March 19, 2026. There is also a profit and loss for the fiscal year.
2. Review and approve Sugar Grove Township Community Building accounts payable for February 20, 2026 through March 19, 2026. Check numbers 12630-12656. Four debit card payments and two payroll periods: March 5, 2026, and March 19, 2026.
3. Trustee Stalcup motions to approve the accounts payable for February 20, 2026 through March 19, 2026; Check numbers 12630-12656. Four debit card payments and two payroll periods: March 5, 2026, and March 19, 2026. Trustee Kowalczyk 2nds.
Roll Call Vote: Trustee Stalcup: yes: Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. Saturday, February 21st the elevator was down upon arrival. Will discuss.
2. Otis came out Monday 23 to fix the elevator.
3. Tuesday February 24 Holmgren replaced outlets in clothes closet room. Wire Wizard came out to replace dining room camera. Will discuss. Wire Wizard returned to complete on 3/3.
4. Thursday, February 26 Orkin came out for attic and building inspection.
5. I printed 50 brochures for new residents. Added something to the blank backside. Will share.
6. Natalie next door was let go. We now have Jose who will be doing our monthly check runs and meeting reports.
7. Last meeting I mentioned First Chair yoga will be April 2nd. Currently 5 classes are scheduled. Will evaluate after that point. So far hardly nobody has signed up yet.
8. Tuesday March 3rd AAA roofing came out. Will discuss.
9. Monday March 9th the ceiling tile project began! Busy week and a half. Needed to be here at 6:45 am six days and 4:45am 1 day (today, voting). Also need to be here late to lock up after voting.
10. Fun Fair – Corn Boil. Do we change it to 5:30-7pm? The last hour last year was dead. Do we want face painters? Maybe skip this year? I will need everyone to find a volunteer.
11. I added up 2025 rental numbers. We were at 202 rentals.
12. I spoke to Brett Burke regarding the dumpster enclosure. He said we would be better served if we went with a fence company. Any suggestions?
13. Water Softener. Since we are not using it we need to have it disconnect. I reached out to our plumber to provide us a quote to do this. I will discuss.

Scheduler Report (Debbie)

1. Six (6) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. Ten (10) Gym
5. One (1) Dining Room
6. Two (2) Parlor

Township Building Liaison

- Blackberry Creek is flowing at 137/cfm
- Hanks Road Bridge: At their last meeting, Supervisor Rowe shared a letter to the Village from IDOT stating the Village is responsible for the surface of the bridge. IDOT controls the bridge structure but not the surface. The Village annexed the golf course in the 1980's and Hanks Road so IDOT says they are responsible for the surface as part of the road. The village disagrees. The Township has an IGA with the Village for plowing, and had a verbal agreement to alternate years fixing potholes. Commissioner Musser says IDOT had plans to rebuild the bridge. But part of the new road was going to nick into the Forest Preserve which has federal funds to buy the land. Since 2018 IDOT has told the Village that they need to maintain the surface. IDOT has plans to re-do the structure but won't proceed until a local authority (Village) agrees to maintain the wearing surface. We will have to wait to see how things proceed.
- Annual Meeting will be April 14th at 6pm at the Township office.
- Newsletter – The township is currently working on a draft of the 2026 community newsletter.

Unfinished Business:

Building Maintenance Projects – We reviewed the status of each of the following projects: Drinking fountain (complete), ceiling tiles (90% complete), clothes closet tear-down (complete). garbage enclosure – just started.

New Business:

a. Review Correspondence: None

b. Review Proposals and Quotes

- **AAA Roofing** AAA Roofing came out and inspected our insulation in the attic space of the building. They provided a quote to bring us to R50 which is the current code amount. If doing all this work, it was mentioned that maybe we have them quote to R60 so it is better insulated and would last longer, for minimal additional cost. The board asked Debbie to get another quote from AAA with the R60 rating.
- **RJ Kuhn** RJ Kuhn provided a proposal to remove and dispose of our old water softener in the amount of \$670.00. Trustee Stalcup motioned to approve the quote. Trustee Kowalczyk 2nd. Roll Call Vote: Trustee Stalcup: yes: Trustee Kowalczyk: yes.
- **James Daw** – Jim Daw provided two options for the board to access files in the office. The board discussed the options and decided to think about the options and maybe investigate other considerations and revisit at our next meeting.
- **Wire Wizard** – Wire Wizard provided a quote to switch out 13 old ceiling tiles to the new tiles for all the ones that have a smoke detector or emergency exit sign in them (ceiling tiles place doesn't touch those). The quote is for not-to-exceed \$500. Trustee Stalcup motioned to approve the quote. Trustee Kowalczyk 2nd. Roll Call Vote: Trustee Stalcup: yes: Trustee Kowalczyk: yes.

Executive Closed Session – No.

Trustee Stalcup makes motion to adjourn the open meeting at 7:56 pm. Trustee Kowalczyk 2nds; motion carried unanimously.

Our next regular meeting date: April 21, 2026 at 6:30 pm.