

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
May 19, 2026

6:33 PM

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

Also, Present: Debbie DeBoer

Pledge of Allegiance

Public Comment: There is no public in attendance.

Approval of Agenda for 5/19/2026 – 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. April 21, 2026 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes for April 21, 2026 as amended, Trustee Kowalczyk 2nds; Motion carried unanimously.

Approval of Destruction of Audio Recordings from Closed Session Meetings for October 2024 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from October 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 April 22, 2026 through May 19, 2026. The balance sheet is as of May 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 April 22, 2026 through May 19, 2026. Check numbers 12677-12702. No debit card payments and two payroll periods: April 30, 2026, and May 14, 2026.
3. Trustee Stalcup motions to approve the accounts payable for April 22, 2026 through May 19, 2026. Check numbers 12677-12702. No debit card payments and two payroll periods: April 30, 2026, and May 14, 2026. Trustee Kowalczyk 2nds. Roll Call Vote: Trustee Stalcup: yes: Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. Once again, a very busy month. After our last meeting I reached out to Tee Jay's and moved forward with the quote. I contacted our new IT company along with the painter for the scout room. I spoke to AAA roofing about adding more to the quote. All which we will discuss later under proposals and quotes.
2. I was on vacation April 27-May 3rd.
3. On Thursday April 23rd the scouts left the exterior dining room door open. We will discuss.
4. Cintas came out for our kitchen hood and extinguishers.
5. Phones were down Thursday May 7th. Will discuss.
6. Finalized the budget.
7. Reached out to Spring Bluff nursery for quote.
8. Suburban Lawn opened and started up our sprinkler system.
9. Yoga classes are going ok. There have been at least 10 per class, which is the break-even point. They are having two more classes in June, then there will be a two-month break as the instructor is having surgery. The park district has two week-long classes here in June. A robotics class and a chess camp.

Scheduler Report (Debbie)

1. Five (5) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. Two (2) Parlor (HOA)
5. Four (4) Dining Room

Township Building Liaison

- No update

Unfinished Business:

Building Maintenance Projects – We reviewed the status of each of the following projects: garbage enclosure, attic insulation, Boiler room exterior door weatherstrip, scout room painting.

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. We asked to requote with an R60 rating. That quote came in at \$14,545. We asked one more re-quote to include sealing up the roof top from bats. That added \$1,000 for that for a grand total of \$15,545. Trustee Stalcup motioned to approve the quote. Trustee Kowalczyk 2nd. Roll Call Vote: Trustee Stalcup: yes: Trustee Kowalczyk: yes.
- **Spring Bluff Garden Center** Spring Bluff provided a quote to replace our dying boxwoods with dwarf pygmy barberry's. The total cost to dig up the dying bushes, the cost of the new bushes, and the install labor is \$2,170.32 Trustee Stalcup motioned to approve the quote. Trustee Kowalczyk 2nd. Roll Call Vote: Trustee Stalcup: yes: Trustee Kowalczyk: yes.
- **Peerless Fence** – The board reviewed three quotes that we received to replace our existing garbage enclosure with a new maintenance free Trex system. It would also be twice the size as to fit a second dumpster in there for recycling. Of the 3 quotes, the board went with Peerless Fence. Trustee Stalcup motioned to approve the quote in the amount of \$18,866. 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 7:09 pm. Trustee Kowalczyk 2nds; motion carried unanimously.

Our next regular meeting date: June 16, 2026 at 6:30 pm.