

SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
June 16, 2026

6:33 PM

Roll Call: Trustee Stalcup, Trustee Sutton and Trustee Kowalczyk.

Also, Present: Jon Bobbe and Debbie DeBoer

Pledge of Allegiance

Public Comment: There is no public in attendance.

Approval of Agenda for 6/16/2026 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda with the correction that no executive session is needed, Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

- May 19, 2026 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes for May 19, 2026, Trustee Sutton 2nds; Motion carried unanimously.

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

Treasurers Report: Administrator (Debbie)

1. The Financial reports include the accounts payable and accounts receivable register for May 20, 2026 through June 16, 2026. The balance sheet is as of June 16, 2026. There is also a profit and loss for the fiscal year.
2. Review and approve Sugar Grove Township Community Building accounts payable for May 20, 2026 through June 16, 2026. Check numbers 12703-12731. Six debit card payments and two payroll periods: May 28, 2026, and June 11, 2026.
3. Trustee Stalcup motions to approve the accounts payable for May 20, 2026 through June 16, 2026. Six debit card payments and two payroll periods: May 28, 2026, and June 11, 2026. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes: Trustee Sutton: yes Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. Came in on Friday May 22 and the handicap button was not working. Call TeeJay. They came out Tuesday May 26th. Will discuss.
2. Wire Wizard finished the ceiling tile project.
3. Roofers started the attic on Wednesday, May 27th. Also on Wednesday we had our yearly elevator inspection. I also went to Kane County and filed our budget.
4. Thursday, May 28th ConsultNet came out and started mapping things out.
5. Sunday, May 31st Weeded, pull bushes, pull lilies. Crack/hole fix by 3 doors. Prep Scout room for paint (take all signs down, take down chalk board, empty room). Moved left over new ceiling tiles to attic.
6. Painter painted the scout room on Wednesday June 3rd. This was the day I emailed the building dept. We can talk about that later. I had to get some documents together for auditor (including collateral statement).
7. Thursday June 4th I touched up the walls in the dining room. Nice to have paint for that now! We painted the scout room the same color (as it was). Went to deposit checks, one was turned back. Will discuss.
8. Spring Bluff was here Friday, June 5th to install plants. Looks great.
9. Monday, June 8th I reached out to the tree trim company about bball hoops (will discuss). Ordered the new nets, along with fun fair prizes.
10. Tuesday, June 9th, started looking into new email domains.
11. Intergovernmental Agreement with Park District. Need to discuss.
12. Halloween Event. First meeting is this Thursday, 18th. Need to discuss contribution.
13. I need help with Stage Ladder.
14. Messaged scouts about ceiling tile.
15. Check fraud. Will discuss.

Scheduler Report (Debbie)

1. Seven (7) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. Three (3) Dining Room

Township Building Liaison

- Blackberry Creek is flowing at 8600g/p/m as opposed to the average 32,000 g/p/m. Trustee Elliott is looking into this.
- Hanks Road Bridge: An intergovernmental agreement is taking place and once maintenance of the bridge is confirmed by one party, IDOT agreed to repair/replace the bridge.
- Corn Boil Parade - The Road District will have trucks in the parade to ride in. The board agreed for the township to participate along with the Road District. Trustee Montalto and Medina both said they could bring their classic cars for the parade.

Unfinished Business:

Building Maintenance Projects – We reviewed the status of each of the following projects: garbage enclosure, attic insulation, scout room painting, new landscaping.

New Business:

- a. Review Correspondence: None
- b. Review Proposals and Quotes
 - **Halloween Event** The park district asked us what our contribution would be this year for our Annual Halloween Event. In years past we kept our amount at \$1,500. Trustee Stalcup motioned to keep the amount at \$1,500, and for none of that amount to be used for a food truck minimum. Trustee Stalcup motioned to approve the quote. Trustee Sutton 2nd. Roll Call Vote: Trustee Stalcup: yes; Trustee Sutton: yes; Trustee Kowalczyk: yes.
 - **Wire Wizard** provided a quote to replace our outdated and no longer repairable key fob system with a New wifi KISI system. Trustee Stalcup motioned to approve the quote not-to-exceed \$3,900.00 and \$89/month to Kisi for wifi access. Trustee Sutton 2nd. Roll Call Vote: Trustee Stalcup: yes; Trustee Sutton: yes; Trustee Kowalczyk: yes.

- **Martinez Landscaping** provided a quote to Trim our 3 trees blocking the basketball hoops. Trustee Stalcup motioned to approve the quote as provided in the amount of \$600. Trustee Sutton 2nd. Roll Call Vote: Trustee Stalcup: yes; Trustee Sutton: yes; Trustee Kowalczyk: yes.

Executive Closed Session – No.

Trustee Stalcup makes motion to adjourn the open meeting at 7:43 pm. Trustee Sutton 2nds; motion carried unanimously.

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