SUGAR GROVE COMMUNITY BUILDING
Board Meeting Minutes (in-person)
August 18, 2026

6:33 PM

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

Also, Present: Debbie DeBoer

Pledge of Allegiance

Public Comment: No public in attendance

Approval of Agenda for 8/18/2026 – Agenda reviewed. Trustee Stalcup makes a motion to approve the agenda, Trustee Sutton 2nds; Motion carried unanimously.

Approval of Minutes:

- July 21, 2026 - Open Session Minutes - Trustee Stalcup motions to approve the open session minutes for July 21, 2026, Trustee Sutton 2nds; Motion carried unanimously.

Approval of Destruction of Audio Recordings from Closed Session Meetings for January 2025 or earlier. Trustee Stalcup motions to approve the destruction of any audio recordings from closed session meetings from January 2025 or earlier. Trustee Sutton 2nds: Motion carried unanimously.

Treasurers Report: Administrator (Debbie)
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1. The Financial reports include the accounts payable and accounts receivable register for July 24, 2026 through August 20, 2026. The balance sheet is as of August 20, 2026. There is also a profit and loss for the fiscal year.

2. Review and approve Sugar Grove Township Community Building accounts payable for July 24, 2026 through August 20, 2026. Check numbers 13030-13046. Two debit card payments and two payroll periods: August 06, 2026 and August 20, 2026.

3. Trustee Stalcup motions to approve the accounts payable for July 24, 2026 through August 20, 2026. Check numbers 13030-13046. Two debit card payments and two payroll periods: August 06, 2026 and August 20, 2026. Trustee Sutton 2nds. Roll Call Vote: Trustee Stalcup: yes: Trustee Sutton: yes Trustee Kowalczyk: yes.

Committee Reports

Administrator Report (Debbie)

1. Corn boil – Gosh, it feels like it was a year ago! It hasn't even been a month! So much has been going on. We will discuss the event.

2. Good news. The bank sent their Notice of Determination, and they agree an error occurred and they posted a credit to our account.

3. Met with JT Painting. Finalized paint color. He then offered to donate paint and labor for basketball hoops.

4. I.T meeting was Tuesday, July 28th. ConsultNet was here, we spoke to Jim Daw via phone. Transition to new email is complete. Now we are waiting for the new key fob system install and we should be good to disconnect from next door. We can discuss this further.

5. Tuesday August 4th the painter pressure washed the building, including window frames. Looks nice. I also attended the Township meeting to hear the presentation from the auditor. Will discuss. Note to discuss, restricted vs non-restricted.

6. Also, Tuesday, August 4th, after I left the building, Tanya found a bat in the men's bathroom. Will discuss.

7. The final summer park district camp was held here. It was a robotics camp. It was August 3-7.

8. JT Painting painted our backboards today (Aug 18th) and the entryway. Exterior is on hold until no rain is in the forecast.

9. Storms… we have a large branch broken and a light out (as I texted). I reached out to Holmgren. They are ordering the replacement light and will schedule once they receive it.

10. This Thursday (Aug 20) the gym floor will be sanded and sealed. Then Tuesday the 25th the new key fob system should be installed.

Scheduler Report (Debbie)

1. Four (4) scout meetings (boy/girl/leader mtg)
2. One (1) Senior Lunch
3. One (1) Senior Game Day
4. Two (2) Dining Room
5. Four (4) Park District Camps
6. One (1) Corn Boil Fun Fair

Township Building Liaison

No Update, as Trustee Bobbe was not in attendance

Unfinished Business:

Building Maintenance Projects – We reviewed the status of each of the following projects: garbage enclosure, exterior painting, key fob system.

New Business:

a. Review Correspondence: None

b. Review Proposals and Quotes

- **Critter Detectives** Trustee Stalcup motioned to approve the Critter Detectives Quote to seal the building from Bats and includes a 3-year warranty in the amount of $5,000 Trustee Sutton 2nd. Roll Call Vote: Trustee Stalcup: yes: Trustee Sutton: yes; Trustee Kowalczyk: yes.

c. Consideration & Potential Approval of FY26 Annual Audit
The board reviewed and discussed the Audit. There were no changes since the draft provided at the previous meeting. Trustee Stalcup motions to approve the Fiscal Year 2026 Annual Audit. 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 7:15 pm. Trustee Sutton 2nds; motion carried unanimously.

Our next regular meeting date: September 22, 2026 at 6:30 pm.