



BATTLECREEK COMMONS

Board of Directors Meeting Minutes

August 26, 2025 – 5:30 pm, via Zoom Online Meeting

WELCOME HOMEOWNERS – Sharon Grassest welcomed and thanked everyone for coming to the meeting. There were 11 owners at the meeting.

QUORUM CALL: The meeting was called to order at 5:30 pm, with the following board members present/absent:

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| <input checked="" type="checkbox"/> Sharon Grassest (President) | <input checked="" type="checkbox"/> Sue Harris (Secretary) |
| <input checked="" type="checkbox"/> Nathan Goldberg (Director) | <input checked="" type="checkbox"/> Kathie Forstrom (Director) |
| <input checked="" type="checkbox"/> Dee Doyle (Treasurer) | <input checked="" type="checkbox"/> Virginia Ferguson (Vice President) |
| <input checked="" type="checkbox"/> Jeanne Dalton (Treasurer Backup/Director) | |

CHAIR REPORT: No report

MINUTES OF PREVIOUS BOARD MEETING:

The July 22, 2025, board meeting minutes were unanimously approved as presented.

MANAGER REPORTS:

- ☒ **Office Manager** – Anna reported there were no sales this past month and that all owners are set up to either pay their monthly assessments to the back either on their own or via bill pay or are set up via ACH.
- ☒ **AMS** – Susan with AMS reported that their focus has been on A/R, A/P and Compliance.
- ☒ **Grounds Maintenance Manager**– Chopper and his crew are working well together. They have been busy playing catch-up with things that have not been addressed in a while. The crew will also be mowing and edging less frequently and leaving the grass taller when they do mow.

COMMITTEE REPORTS:

All committee reports were presented as submitted to the board. Each month their reports will be in a special committee report packet and are posted to the Battlecreek website and portal after each board meeting for owners to read.

OLD BUSINESS:

- A. **Insurance Resolution:** Virginia Ferguson moved to adopt the amended version. Jeanne Dalton second. There being no objections or abstentions, motion passed unanimously. The resolution will be emailed to all owners with an email or posted to those without an email as well as posted to the portal.
- B. **Office Phone and Internet** – Contract expires in May and Sharon shared some options. It was decided to keep it tabled until the renewal date so there will be no cancellation fee.

NEW BUSINESS:

- A. **Painting and Striping** – Virginia gave an overview of the proposal. Tabled until the current asphalt and concrete projects are completed to make sure there are enough funds in the allotted budget.
- B. **Sidewalk Replacement** - Virginia gave an overview of the proposal. Tabled until the current asphalt and concrete projects are completed to make sure there are enough funds in the allotted budget.
- C. **Clubhouse Improvement Project** – Virginia moved to approve the Synergy contract for painting the interior of the clubhouse this fall from the allotted reserve budget. Sue Harris seconded and there being no objections or abstentions, the motion passed unanimously,
- D. **Pool Rules/Hours** – After much discussion it was unanimously agreed to keep the pool open until the end of September with shortened hours to 7pm after the Labor Day weekend.
- E. **Part-time Grounds Person Addition** – Sharon Grassest presented Chopper's request to add a part-time seasonal person to help during the high season. After some discussion it was tabled until the finance committee can look at this during their 2026 budget process.

- F. **Sewer Bid** – Sharon shared the initial proposal she received to have the sewer system upgraded so that there are no future emergency situations like experienced this past December and so the reserves can start being built. After much discussion the board asked Sharon work with AMS and the contractor to review the proposal, scoping and any city responsibility.
- G. **Grounds** – Virginia gave an overview of how the grounds committee has been posting notices and working with owners to ensure they keep up their landscaping responsibilities. There are about a dozen that are not adhering to the requests so there was discussion as to the next steps. It was determined that there is enough language in the rules and regs to take the next level of enforcement and fining so the board asked that Virginia and Susan with AMS work together on the list of owners so the fine and enforcement letters can go out.

OPEN FOREUM: There were no comments or questions

NEXT MEETING – September 23, 2025, at 5:30pm

There being no further business the meeting adjourned at 6:57 p.m.