

COMMITTEE REPORTS

Battlecreek Commons
August 2026



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MAINTENANCE & REPAIR COMMITTEE

Committee Chair: Virginia Ferguson (Interim)

REPORT

Virginia reported that she has the contractor who has been doing the other concrete and asphalt work is looking at the clubhouse curbing repairs. She is also looking into removing the broken curbing and replacing with rocks.

COMMITTEE PURPOSE

To develop and oversee the complete maintenance of our community from structures to grounds to utility systems. The properly executed maintenance of BCC will maintain (add) to our community's value both economically and physically, creating overall well-being for its residents.

R&RS RELATED TO THIS COMMITTEE

II.G. Exterior Alternations and Maintenance, R&Rs pg. 12

ADDENDUM: Policy for Building and Grounds Maintenance by Homeowners & Residents, R&Rs, pg. 25

COMMITTEE MEMBERS

Tom Elliott, Bob Mason, Elbert Stribling, and Virginia Ferguson (Board Liaison).

ARCHITECTURAL COMMITTEE

Committee Chair: John Morgan (Interim)

REPORT

Architectural committee had one application, a request to place an emergency generator on a concrete pad next to the home. The request was approved.

COMMITTEE PURPOSE

Ensure owners comply with the BCC architectural standards as outlined in the Rules & Regulations and Bylaws.

R&RS RELATED TO THIS COMMITTEE

II.G. Exterior Alternations and Maintenance, R&Rs pg. 12
III.B. Notification of Infractions to Office Manager, R&Rs pg. 17

COMMITTEE MEMBERS

John Morgan (Interim Chair), Steve Starkey, Kathie Forstrom (Board Liaison)

ORIENTATION COMMITTEE

Committee Chair: Mary Schroeder

REPORT

Two members met with a new homeowner last week; a homeowner binder will be assembled this week for another homeowner, but no visit scheduled at this time.

COMMITTEE PURPOSE

Welcome and provide needed information to new homeowners.

R&RS RELATED TO THIS COMMITTEE

VII. Welcoming new residents, R&Rs pg. 23

COMMITTEE MEMBERS (UPDATED 11/28/23)

Mary Schroeder (Chair), Jeanne Dalton, Kate MacKenzie, and Sharon Grasseeth (Board Liaison).

NOMINATING COMMITTEE

Committee Chair: Betsy Hughes

REPORT

We are actively searching for candidates to run for the Board. This will continue through September.

Homeowners should contact any member of the Nominating Committee if interested in running for the Board.

COMMITTEE PURPOSE

Find candidates to run for the Board or to fill mid-term vacancies pending approval by the BCC Board.

R&RS RELATED TO THIS COMMITTEE

II.A. Nominating and Election of Board Members, R&Rs pg. 7

COMMITTEE MEMBERS

Betsy Hughes (Chair), Margaret Campbell, Gayle Holland and Terri Currlin.

EMERGENCY PREPAREDNESS COMMITTEE

Committee Chair: Aline Autenrieth

REPORT

Aline reported that despite the smoke National Night Out had about 26 people attend where they enjoyed ice cream and listened to a presentation given by the City Emergency Manager. The presentation was informative, and everyone enjoyed it. The committee thanks everyone that came and participated and hope to see more residents next year.

COMMITTEE PURPOSE

Coordinate the development of an "Emergency Response Plan" for formal adoption by the Board; and work with the Board and Owners to implement appropriate preparation steps (e.g., develop and train sub-neighborhood emergency teams'). Work with the Board and local authorities to develop an on-site (or nearby) cache of supplies for BCC.

COMMITTEE MEMBERS

Aline Autenrieth (Chair), Lynda Hunt, David Best, John Lewis, Jeanne Dalton, Bill Dalton, Mary Schroeder, Karna Berry, Gerry Stewart, Chris Stewart, Tom Elliott, Nate Goldberg, Maggie Schlosser, Sharon Grasseth (Board Liaison).

FINANCE COMMITTEE

Committee Chair: Jeanne Dalton

REPORT

The Committee met on 8/19/2026.

Present: (members) Jeanne Dalton (chair), Lisa Coates, Kathie Forstrom, Marcia Hogue and Debbie Imig, members; Dee Doyle, treasurer, Board liaison and Virginia Ferguson, Board member.

Non-members present: Bonnie Schaughnessy-Smith

- Committee reviewed financial figures from 7/31/26 and looked at the overruns for the year which continue to be the same as last month. We will need to make increases in 2027 budget. The entire budget is still in the black.
- There were some errors in placement of certain line items that were put in both reserves and the regular budget.
- We discussed the 2 finalists for financial websites but elected to have Dee bring it up at the Board meeting with our recommendation.
- We looked at the budget document that we were sent by AMS and because of incorrect numbers in certain categories we could not begin the budgeting process.
- Jeanne will get the current reserve study and look at what needs to be incorporated in the 2027 budget. Dee and Jeanne will meet with Anna to look at 2027's needs for the commons and grounds maintenance from staff.
- Bonnie was representing the Social Committee and wished to have some money in the 2027 budget specifically for their work and events. It was decided that we would put in a new line item in the budget for Social Committee.

- **Recommendations:**

- 1) No recommendations this month.

COMMITTEE PURPOSE

Develop and manage the annual budget for Battlecreek Commons (BCC).

R&RS RELATED TO THIS COMMITTEE

VI. Investment Objectives and Guidelines, R&Rs pg. 22

COMMITTEE MEMBERS

Nancy Clark-Edwards, Kathie Forstrom, Virginia Ferguson (Grounds Committee Liaison), Marcia Hogue and Dee Doyle (Board Liaison).

GROUND S COMMITTEE

Committee Chair: Virginia Ferguson

REPORT

Virginia reported that it is the quiet time of the year so nothing to report.

COMMITTEE PURPOSE

Ensure the beauty and maintenance of the grounds in the BCC community.

R&RS RELATED TO THIS COMMITTEE

G.12. Landscaping, R&Rs pgs. 14-15, and II.G. Exterior Alternations and Maintenance, R&Rs pg. 12-14.

COMMITTEE MEMBERS (UPDATED 11/28/23)

Virginia Ferguson (Chair and Retired Master Gardener), Bernie Sims, Gayle Holland, Sheila Johnson.

SOCIAL COMMITTEE

Committee Chair: Bonnie Shaughnessy-Smith

REPORT

The Social Committee is working on a fundraiser for the clubhouse to be held sometime in October and are working on the Christmas event in December.

COMMITTEE PURPOSE

Plan social events for homeowners.

COMMITTEE MEMBERS (UPDATED 06/05/24)

Bonnie Shaughnessy-Smith (Chair), Marilyn House, Rosalind Helber, Kathy Kaspari, Kathy Miller, and Sharon Grasseeth (Board Liaison).

NEWSLETTER COMMITTEE

Committee Chair: Aline Autenrieth

REPORT

No new Newsletter this month. The next BCC Newsletter will cover three (3) months:
October – December, 2026

COMMITTEE PURPOSE

Develop a monthly newsletter to be distributed to all BCC residents.

COMMITTEE MEMBERS (UPDATED 11/28/23)

Aline Autenrieth (Chair), Joshua Bagby, Joan Bechtel, Bob Mason, Dee Doyle (Board Liaison).

DOCUMENTATION COMMITTEE

Committee Chair: Mary Schroeder

REPORT

Nothing new to report this month.

COMMITTEE PURPOSE

Develop and maintain BCC documents, including Rules and Regulations, Employee Handbook, Board Procedures, Committee Procedures, and any other documents deemed necessary to provide guidance, promote consistency, and ensure compliance with BCC's governing documents (CC&Rs, Bylaws).

COMMITTEE MEMBERS

Mary Schroeder (Chair), Margaret Campbell.