



BATTLECREEK COMMONS

Board of Directors Meeting Minutes

September 23, 2025 – 5:30 pm, via Zoom Online Meeting

WELCOME HOMEOWNERS – Sharon Grassest welcomed and thanked everyone for coming to the meeting. There were 9 owners at the meeting.

QUORUM CALL: The meeting was called to order at 5:31 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 type="checkbox"/> Jeanne Dalton (Treasurer Backup/Director) (Absent) | |

CHAIR REPORT: No report

MINUTES OF PREVIOUS BOARD MEETING:

Sharon made a motion to approve the August 26, 2025, board meeting minutes as presented. Virginia seconded and there being no objections or abstentions the motion passed unanimously.

MANAGER REPORTS:

☒ **Office Manager** – Anna reported there were no sales this past month and gave an overview of the aging report:

7 accounts, 30 days overdue: \$3,699.72

6 accounts, 60 days overdue: \$3,059.17

5 accounts, 90 days overdue: \$7,905.46

☒ **AMS** – Susan with AMS reported that the landscape compliance notices that went out seems to be gaining some ground.

☒ **Grounds Maintenance Manager**– Sharon gave Chopper's report. He and the crew are working to make the grounds looking good and ready for fall and they are continuing with their every other week mowing program. He is also researching the repair or replacement of the light post @ 1827 Lexington to bring to the board for approval. He had 2 requests. 1) He would like to purchase an additional ground vehicle. He has found a used gas-powered golf cart for \$3,895. He also reported that the truck needs some electrical repairs that they cannot do in house and would like to take to the mechanic shop. The cost of this is \$600. Virginia made a motion to approve up to \$3,900 to purchase the used gas-powered golf cart and up to \$600 to get the truck repaired. Kathie seconded and there being no objections or abstentions the motioned passed unanimously. In closing, he also reported that the chainsaw may need to be replaced, He will submit the request next month if I cannot be repaired.

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 posted to the Battlecreek website and AMS portal after each board meeting for owners to read.

OLD BUSINESS:

NONE

NEW BUSINESS:

- A. **Clubhouse Upgrade** – Sue and Megan gave a presentation/overview of the work the sub-committee has been doing and shared some color and design mock-ups with costs for the improvements that they have been working on with a design consultant. Sharon made the motion to approve an additional \$850 for Synergy Painting to add the ceiling in with the rest of the interior clubhouse painting project, \$1,369 for the purchase of the paint for the exterior of the clubhouse due to a rare sale at Lowes for the type of paint so the association can save in the expense of the paint and it will be on site when that part of the clubhouse improvement project comes up, and \$7,800 for the flooring that was presented to be done in 2026. Virginia seconded and there being no objections or abstentions the motion passed unanimously.
- B. **Annual Meeting** – After much discussion it was decided the Annual Meeting that is scheduled for November 5, 2025 at 6:00pm will be held in person and the voting will be via hard copy ballots and proxies. AMS will work with the nomination and election committees to make sure they have everything they need for the meeting/election.

OPEN FOREUM: There were no comments or questions

NEXT MEETING – October 28, 2025, at 5:30pm

EXECUTIVE SESSION – Sharon moved to adjourn the regular meeting and enter executive session at 6:46pm to discuss employment matters.

Sharon moved out of executive session and back into open session at 6:56pm. Sharon moved to approve a salary increase for 3 of the on-site staff as discussed. Nathan seconded, and there being no objections or abstentions, the motion passed by majority. Kathie had to leave the meeting early, so she was not there to vote.

There being no further business the meeting adjourned at 6:58 p.m.