



BATTLECREEK COMMONS

Board of Directors Meeting Minutes

October 22, 2024 – 6:00 pm, via Zoom Online Meeting ONLY

<https://www.battlecreekcommons.com/board-meetings>

WELCOME HOMEOWNERS: Twenty homeowners attended online.

QUORUM CALL: The meeting was called to order at 6:00 pm, with all Board members present.

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

MINUTES OF PREVIOUS BOARD MEETING:

The minutes for the September 24, 2024, Board meeting minutes and the October 12, 2024 Special Board meeting minutes were approved by the Board with 6 yes votes and 1 abstain.

MANAGER REPORTS:

- Office Manager** – Anna Flores – Home Sales: Two (2) home sales in October. Outstanding Dues: \$8,037.12 is owed in back dues on three accounts that are three months past due. One Delinquency letter was mailed last week. Two Demand letters were mailed out. Office Updates: Deanna is completely done as of the 10th of October.
- Grounds Manager** – Don Hiebenthal – Not much to report. Just a reminder that Bryan is going on vacation. Billy and I will be trying to keep up. Busy time of year, with all the leaves falling.

COMMITTEE REPORTS:

- Maintenance/Repair** – Maintenance: Interim Chair, Virginia Ferguson – Virginia provided an overview of the spraying of the Canary grass in the next couple of weeks, once there is some dry weather so the plants can be sprayed and allowed to dry.
- Architectural** – Bill Burnside – Bill reminded homeowners that in the Fall, please remember when covering patio furniture, please use neutral colors for furniture tarp coverings. Blue tarps are not acceptable.
- Planning & Projects** – Sue Harris – Clubhouse Maintenance committee is on break until January 2025. New flooring and paint projects approved in the 2025 Budget will be top priorities.
- Orientation** – Mary Schroeder – No report for October.
- Nominating** – Betsy Hughes – The ballots were assembled October 9th and were delivered the following several days. If anyone has NOT received a ballot, please contact Betsy Hughes at 503-932-6853. The following candidates are on the ballot to serve on the Board of Directors for the 2025 term. 1- Dee Doyle, 2- Sue Harris, and 3- Virginia Ferguson. A BCC homeowner, John Morgan, has agreed to be nominated as a write-in candidate by Betsy Hughes. Officer Candidate Biographies are available in Appendix A in the Board meeting packet. Ballots due to the BCC Office Drop-box on Nov. 6 by 5 p.m.
- Emergency Preparedness (EP)** – Nathan Goldberg – The Emergency Preparedness committee met on October 1st. Two “Stop the Bleed” classes will be held: one on October 10th and the other on October 24th. The cache supplies come next! There will be another CERT Training class beginning in January. The disaster of Hurricane Helene was a topic of discussion and reminded all of us to keep working at being prepared for unexpected events. There are different types of disasters we need to be prepared for such as fires, floods, earthquakes, power outages,

ice and snowstorms, trees down, and others. The committee participated in the Great ShakeOut on October 17th. The event was successful, with eighteen (18) people attending. There were displays focused on “Go Bags”, and good discussion. The Committee's next meeting will be on Tuesday, January 7th, 2025.

Neighborhood Watch – Sue Harris (Interim Committee Chair) – Due to personal commitments, Bernie Sims has stepped down as Chair of the Neighborhood Watch Committee. Monthly committee meetings will continue. Watch for Committee meeting notifications via homeowner emails in November.

Finance – Dee Doyle (Interim Committee Chair) – The finance committee will meet on Monday, Oct. 28th to finalize the Draft Budgets for 2025 and drafts have been sent to the board. A final draft of the 2025 Budget will be presented to the board at the November Regular Board meeting for a vote.

Grounds – Megan Trow/Virginia Ferguson – UPDATES: Virginia talked about the Reed Canary grass (RCG) remediation, on Scotch Creek/western boundary of BCC. The stream bed needs another spraying to plant new shade providers. Fall planting of City provided free gallon size plants; approximately four (4) dozen plants were ordered and delivered. Waiting on major tree work contractor bids. After major tree work is caught up, then the committee will focus on shrub and bush maintenance work. Megan provided update on the Pond aeration project. Megan asked if there is an opportunity to ask for additional funds for hiring landscape contracts to assist with shrub/bush work. Dee said if more funds are needed in 2025, please get those cost estimates to her as soon as possible. Discussion was held on the BCC landscaping maintenance needs and how much should be taken on by our grounds crew. Crew job descriptions should be reviewed on a more regular basis. NEW PROJECTS: Training opportunity is available from Keizer landscape company for Grounds Committee and Board Community/Committee. Signage for pond needed. “Private Property” plus “Hazardous Water” signs for pets/people needed around pond. Thank you to Tom Elliott from the Community Garden and Jacob Mukhin (a new neighbor on Lexington!) for stepping up to help with Fall trimming and weeding on Continental Hill. Thank you to Gayle Holland for trimming the hedge along Rees Hill.

Virginia asked Mary, Documentation Committee, to draft language to fine anyone caught cutting blooms from BCC common grounds on bushes/shrubs/trees. It was suggested that a \$50 fine be assessed to anyone caught doing this and if the plant is damaged, then the homeowner will be fined for the cost of replacing the bush/shrub/tree. Mary will draft and send for review and vote at the next Board meeting. It was also recommended that a notice be sent to homeowner's emails on this new rule. An article is in the November newsletter as well.

Social – Bonnie Shaughnessy-Smith – Sharon provided an update on the annual BCC Holiday dinner, which is tentatively scheduled for Saturday, Dec. 14th. More details will be emailed to homeowners soon. One more concert at the clubhouse is scheduled in the Fall season. Watch for flyers delivered to homeowner mailboxes. Tickets are \$15/person, payable on the day of the concert. To reserve your seats, please email Sharon at: sharose47@yahoo.com, as seating is limited to 50 in the clubhouse. If you forget to do so, stop by on the day of the concert to see if there is room for you. Mark your calendars for the last Fall concert in 2024 on November 10th, featuring our own neighbor, Bernie Sims!

Newsletter – Aline Autenrieth – The October 2024 BCC Newsletter will be distributed on October 25th.

Documentation - Mary Schroeder – Request Board Approval: The new Excessive Noise Rule needs to be approved by the Board: “H.10. Between the hours of 10 p.m. and 8 a.m. there should be no excessive noise that would disturb your neighbors. Our crew does not use power equipment until after 8 a.m. Fireworks or any excessively loud noise (such as mortar shells) are not allowed at any time on BCC property due to fire danger and the startling effects it has on children, veterans, pets, and wildlife. Fines will be enforced on the first and each violation. (Revised October 2024)”. Sharon Grasseth, **made a motion**, seconded by Sue Harris, **to approve the new Excessive Noise Rule as written above**. The motion passed with unanimously.

OLD BUSINESS:

- A. Status Update: HOA Management Company** – Sharon provided an update of the HOA contract. Final drafts are being reviewed, and the Board hopes to get all the details finalized for an execution date effective December 1st, 2024.

NEW BUSINESS: None.

CORRESPONDENCE: None.

GOOD OF THE ORDER:

Sharon mentioned that when the new HOA Company is involved with the monthly meetings, those meetings need to end at 7:00 p.m. or BCC pays extra. So the Board will be diligent in making sure monthly regular Board meetings end by 7 p.m.

The meeting adjourned at 7:11 p.m.

PLEASE NOTE: In November, the Board meeting will meet the 3rd Tuesday of the month, **November 19, 2024**, at 6:00 pm and will be a Zoom meeting only.

DRAFT