BATTLECREEK COMMONS

Board of Directors Meeting Minutes

August 25, 2026 – 5:30 pm, via Zoom Online Meeting

WELCOME HOMEOWNERS: Sharon Grasseth welcomed owners. There were 12 owners at the meeting.

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

☒ Sharon Grasseth (President)
☒ Kathie Forstrom (Director)
☒ Dee Doyle (Treasurer)
☒ John Morgan (Secretary)
☒ Mary Schroeder (Director)
☒ Nathan Goldberg (Director)
☒ Virginia Ferguson (Vice President)

MINUTES OF PREVIOUS BOARD MEETING:

Virginia made a motion to approve July 28, 2026, board meeting minutes as presented. The motion was seconded by Sharon, and there being no objections or abstentions the motion passed.

MANAGER REPORTS:

☒ **Office Manager** – Anna gave an update on the accounts receivable. She also reported that the pool pump will be replaced as soon as it comes in as it was under warranty. She also reported that the fire extinguisher company will be on site Friday 8/28 to take care of replacements so Battlecreek will be compliant with the fire inspection requirements. They also need to purchase a fireproof container for the maintenance shop for gas storage which they are researching. Lastly, she inquired about the pool closing. The board asked her to reach out to the volunteers to see if they are willing to go to September 13th and if so, they approve.

☒ **AMS** – Susan with AMS reported that she has been working with Sharon on compliance and collections matters this past month. She also reported that she got the budget worksheet to the finance committee.

COMMITTEE REPORTS:

Key points of committee reports were reviewed in the meeting. 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:

Clubhouse Painting – Tabled until the funds are available for a painting contractor. Paint has been purchased already.

Community Paint Palette – Tabled

Flock Contract - Tabled

NEW BUSINESS:

Payment Plans – Virginia moved to ratify the electronic decisions to approve the 3 different payment plans as presented to the board in between meetings due to the timing of them. Mary seconded and there being no objections or abstentions the motion passed.

Insurance Policy Review– No action necessary at this time. Sharon will email the review report to the board and those interested. She will also reach out to the agent and work with others to complete the review to ensure the best possible policy and pricing is achieved upon renewal.

Xfinity Contract – There were 3 renewal choices. Stay with the current TV only for 3 years with a 3% increase each year, go with internet only at $46 per unit for 7 years or go with internet only at $46 per unit for 10 years. After much discussion, Dee moved to renew with internet only at $46 per unit for 7 years. Nate seconded and there being no objections or abstentions the motion passed.

Clubhouse Keycard System – The system is old; parts are obsolete and it is not fully operable. This is an important matter so it was tabled until the finance committee could find the funds to replace it at a cost of approximately $3,000.

Resident Responsibility – It was proposed to require every owner to have an email on file as this will save the association a lot of money. If someone does want to have something printed, then they can come into the office and pay for it. This was tabled until Sharon can get with the attorney to see what they can or cannot do here.

AMS Contract Renewal – Dee moved to not renew with AMS. Virginia seconded and there being no objections or abstentions the motion passed. Next meeting the agenda will have new bookkeeping/accounting options to be made.

OPEN FORUM: There was discussion about moving all or some meetings to in person or hybrid. The board will work with folks to look into such options.

Another topic brought up was the nice email congratulating the board and staff on how hard they are working.

Next meeting – September 22, 2026 at 5:30 pm via Zoom.

With no further business the meeting was adjourned at 6:51 pm.