



BATTLECREEK COMMONS

Board of Directors Meeting Minutes

January 27, 2026 – 5:30 pm, via Zoom Online Meeting

EXECUTIVE SESSION - Executive session was called to order at 5pm. Susan and Darby were present, as well as Joseph Bresler, the collections attorney, and the Board.

Executive session concluded at 5:32pm.

WELCOME HOMEOWNERS – Sharon Grassetth welcomed and thanked everyone for coming to the meeting. There were 15 owners at the meeting.

QUORUM CALL: The meeting was called to order at 5:33 pm, with the following board members present/absent:

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| <input checked="" type="checkbox"/> Sharon Grassetth (President) | <input checked="" type="checkbox"/> John Morgan (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"/> Mary Schroeder (Director) | |

MINUTES OF PREVIOUS BOARD MEETING:

Virginia made a motion to approve the December 16, 2025, board meeting minutes as presented. John seconded and there being no objections or abstentions the motion passed.

MANAGER REPORTS:

Office Manager – Anna reported there were no sales this past month.

Anna gave the following overview of the aging report:

6 accounts, 30 days overdue, 3 accounts, 60 days overdue, and 8 accounts, 90 days overdue.

Anna shared an update that Billy has been let go and the new employee that will be starting tomorrow.

AMS – Darby with AMS reported that management has not had any out of the ordinary correspondence this past month.

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.

Expense Notification Form – A draft of the document was presented by the Finance Committee for Board review. Following discussion, a motion was made by Sharon to adopt the form as presented by the Finance Committee. The motion was seconded and a vote called. The motion was unanimously approved.

OLD BUSINESS:

- A. **Sewer Work** – Sharon shared it was discovered that part of the sewer system thought to belong to the HOA is actually a city line. This will drastically reduce the cost of the planned sewer work by about half.
- B. **Fire Update** – Sharon provided an update on the insurance claim and pending repair work for the effected Units.
- C. **Clubhouse Flooring** – The Clubhouse flooring has been completed.
- D. **Clubhouse Painting** – Discussion was had about making the paint samples available for Community review in the clubhouse prior to a Board vote. This item has been tabled for now.

NEW BUSINESS:

At this time, the Board voted on several items discussed during Executive Session:

- A. **Item A** – John made a motion to pursue the foreclosure as discussed. This motion was seconded and approved with a unanimous vote.
- B. **Item B** – Virginia motioned to pursue the personal judgement as discussed. The motion was seconded by Dee and approved with a unanimous vote.
- C. **Item C** – A motion was made by Dee to give raises to the office staff as discussed. Virginia seconded the motion and it was approved with a unanimous vote.

OPEN FORUM: There were a few questions raised in the meeting chat that were addressed, including the collections process, future association insurance increases, and the suggestion for a project manager for large scale projects such as the sewer work.

NEXT MEETING – February 24, 2026, at 5:30pm via Zoom.

With no further business to discuss the meeting was adjourned at 6:20pm.