

COMMITTEE REPORTS

Battlecreek Commons
March 2026



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MAINTENANCE & REPAIR COMMITTEE

Committee Chair: Virginia Ferguson (Interim)

REPORT

Nothing to report this month.

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

Nothing to report this month. John will be out until April.

Sharon has requested that the Committee work with information previously collected to prepare a paint color palette for board approval.

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)

CLUBHOUSE IMPROVEMENT PROJECT SUB-COMMITTEE

REPORT

The committee has been disbanded as the project is complete.

COMMITTEE PURPOSE

Develop plans/proposals to guide and assist the Board and Finance Committee with maintenance and replacement projects. The committee may have ad-hoc subcommittees such as an Amenities Committee as projects arise.

COMMITTEE MEMBERS

ORIENTATION COMMITTEE

Committee Chair: Mary Schroeder

REPORT

Nothing to report this month.

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 Grassetth (Board Liaison).

NOMINATING COMMITTEE

Committee Chair: Betsy Hughes

REPORT

The Committee is always in need of Volunteers

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, Terri Currlin.

EMERGENCY PREPAREDNESS COMMITTEE

Committee Chair: Aline Autenrieth

REPORT

- Committee last met in January 2026.
- The certification of all of our CERT trained members expired during the pandemic. The city CERT Trainers have designed a recertification program that will allow those wishing recertification to do so with a streamlined program. One member has completed the process. The next CERT training will begin April 9 and run on Thursdays through May 14 with the final class of disaster simulation on Saturday morning May 16th. More of our expired CERT members may use this class to continue their recertification process.
- The Committee is working on ways we can more quickly be in touch with our neighbors in the event of an event or situation. We are considering identifying one unit in each BCC building (2-plex or 4-plex) who would be a contact person who, in turn, would notify the residents in their building. **If you would like to volunteer to be this person, please let Aline know.**
- The Emergency Preparedness Committee has divided the BCC community into 6 "Search Areas." Each Area has one or usually 2 committee members who will contact residents in their area if there is an emergency. One of our committee members has temporarily stepped back from some committee responsibilities including being a "Search Area" contact so we are in need and search of someone to take on this role for the time being. The committee welcomes suggestions. **For more information, please contact Aline.**
- Our next quarterly meeting will be on April 7th in the clubhouse to which ALL are welcome.

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).

NEIGHBORHOOD WATCH COMMITTEE

REPORT

This committee has been disbanded and will be removed from Community documents.

COMMITTEE PURPOSE

Develop and manage the Neighborhood Watch for Battlecreek Commons (BCC).

R&RS RELATED TO THIS COMMITTEE

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

COMMITTEE MEMBERS

Finance Committee

Committee Chair: Jeanne Dalton

REPORT

The Committee met on 3/18/2026.

Present: (members) Debbie Imig, Jeanne Dalton (chair), Lisa Coates, and Kathie Forstrom ; Dee Doyle (Board liaison).

- Reviewed the financial figures from 1/31/26 against the 2026 budget figures. Committee reviewed and noted those accounts that were over budget at this time. We were able to recommend recoding of paint into 6610 painting supplies rather than 6520 building repair and purchase of baking soda into 6520 Building repair and maintenance rather than 5675 General supplies.
- The December Water/Sewer bill has not been resolved yet due to recent AMS portal system problems.
- Reserve funds may need to be used differently related to the roofing that needed to be done. Only priority paving needs may be done this year. No final decision has been made.
- Debbie Imig and I met with Anna re the expenditure form that needs to be completed for funds over \$250. She will send out this form to Committee Chairs.
- The R&Rs related to Finance Committee have been updated and will be sent to the Board by Mary Schroeder for final approval.
- It is unclear whether AMS has followed through with putting our funds into higher interest-bearing accounts such as CDs.

Recommendations:

- Board approve the R & Rs related to Investment Objectives.
- Follow up on movement of funds into CDs.

Next meeting will be April 22, 2026, at 4pm on Zoom

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

Jeanne Dalton, Committee Chair, Nancy Clark-Edwards, Kathie Forstrom, Virginia Ferguson (Grounds Committee Liaison), and Dee Doyle (Board Liaison).

Grounds Committee

Committee Co-Chairs: Megan Trow, Virginia Ferguson

REPORT

Nothing to report this month.

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)

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

SOCIAL COMMITTEE

Committee Chair: Bonnie Shaughnessy-Smith

REPORT

The Committee has set the dates for the summer Sack Lunch Social and community Christmas event which were announced in the newsletter.

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 Grassest (Board Liaison).

NEWSLETTER COMMITTEE

Committee Chair: Aline Autenrieth

REPORT

- The March BCC Newsletter will be distributed on March 25th, 2026.
- **Board Action Requested:** Newsletter Committee would like to appoint Joshua Bagby to the Newsletter Committee. **This was done in the meeting.**

COMMITTEE PURPOSE

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

COMMITTEE MEMBERS (UPDATED 11/28/23)

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

DOCUMENTATION COMMITTEE

Committee Chair: Mary Schroeder

REPORT

Nothing 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.