



## **BATTLECREEK COMMONS**

### **Board of Directors Meeting Minutes**

November 18, 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 5:30 pm, with the following board members present/absent:

☒ Sharon Grassest (President)  
☒ Nathan Goldberg (Director)  
☒ Dee Doyle (Treasurer)  
☒ Mary Schroeder (Director)

☐ John Morgan (Secretary) Absent  
☒ Kathie Forstrom (Director)  
☒ Virginia Ferguson (Vice President)

### **MINUTES OF PREVIOUS BOARD MEETING:**

Sharon made a motion to approve the October 28, 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 was one sale this past month and gave an overview of the aging report: 6 accounts, 30 days overdue, 4 accounts, 60 days overdue and 5 accounts, 90 days overdue. Anna also reported that she has completed the Amazon returns with Jace at AMS from the clubhouse improvement project. The vacant maintenance/grounds position has been filled. Ruben started last Friday, and the team is doing very well together. Anna finished her report recommending they add some lighting at the back part of the yard to help prevent theft in the yard.

☒ **AMS** – Susan with AMS reported that management will be putting something together for the Board to review on the debit card process.

### **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:**

- A. **Fire Update** – There is nothing more to report currently other than the insurance companies are still working out the responsibility coverages.

### **NEW BUSINESS:**

- A. **Roof Replacement** – Sharon reported that there are 3 failing roofs that the board had to approve to be replaced even though they are ahead of schedule as the roofs are leaking and not repairable.  
B. **On-site Theft** – It was reported that the yard was broken into by cutting the fencing. They stole the battery from the hydraulic trailer and some miscellaneous items that were actually set out to be thrown away. This is why the leaf pick up was delayed.

**OPEN FOREUM:** An owner reported a concern with a for sale post being installed on Huntington where the water line is. Sharon will contact the realtor. Another asked if the roofs being replaced could be under warranty and Sharon clarified that the company that installed them is no longer in business, but the age is getting very close to where they would need to be replaced.

**NEXT MEETING** – Annual Meeting: December 16, 2025, at 5:30pm via Zoom.

There being no further business, the meeting adjourned at 5:58 p.m.