

COMMITTEE REPORTS

Battlecreek Commons
June 2026



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MAINTENANCE & REPAIR COMMITTEE

Committee Chair: Virginia Ferguson (Interim)

REPORT

Virginia reported that the paving work is completed for the season. We are just waiting on the 15mph signs for the circles.

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

John had nothing to report as there were no new applications. He did report that he had a meeting with a owner inquiring about adding barbed wire between them and their neighbor of which he told them that would be an automatic denial and that it was also a violation of the city ordinance.

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)

ORIENTATION COMMITTEE

Committee Chair: Mary Schroeder

REPORT

Mary reported that she has met with one of the newest owners in May and has been in touch with the other of which she expects to meet next month sometime.

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

Nothing new to report. The Nominating Committee is still looking for more volunteers who can help find candidates for the Board. If anyone is interested, please contact Betsy Hughes - 503-932-6853.

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 TO THE BCC JUNE 23, 2026 BOARD MEETING

- The Committee chair attended the City of Salem CERT Council meeting this month and got caught up on a number of events on the CERT calendar:
- The next **FREE** CERT training will begin on September 10th and run through October 15th with the final exam/graduation on Saturday October 17th. These classes are once a week on Thursdays, 6:00-9:00pm. If anyone is interested in becoming CERT certified for service during emergency events, please get in touch with Aline Autenrieth for more information.
- Throughout the summer you can find our City's CERT group hosting information tables at Saturday Market and also at the State Fair August 28th – September 7th. Watch for these and find out more information.
- The Annual National Night Out will be Tuesday, August 4th. The Emergency Preparedness Committee is expecting to host this event again this year. Please watch for more information as we get closer to the date in late July.
- If you are interested in more information about the City CERT programs and information, please visit the website at salemoregoncert.org. There is a calendar of events listed there. Several of the city's different cache communities will be hosting events this summer and all are welcome. West Salem hosts "Cookies and Cache" gatherings to help acquaint neighbors with CERT and how to prepare for emergencies. The Fairmont area is also planning a similar event on September 16th – 4:30-6:30p at Washington and John Streets S.
- Organization of BCC's cache continues. More shelving is on order to make sure we have enough space for our supplies.

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).

Finance Committee

Committee Chair: Jeanne Dalton

REPORT

The Committee met on 6/17/2026.

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

- Financial figures from 5/31/26 were not available. We had already reviewed the April financials last month.
- CD has been purchased through Willamette Valley Bank for \$200,000 of reserve funds for 10 months at 3.9%. This was purchased by Dee Doyle, treasurer.
- Maintenance Committee – received copies of invoices for paving and striping totaling \$18,782.43 (from reserves).
- Grounds Committee – Virginia brought invoice for trimming cherry trees and shrubs along Fairway Ave and removal of holly bush near cherry trees and dead pine tree at 6695 Continental.
- Reviewed preliminary choices of Comcast services: cable vs. internet. Official choices to be sent by Comcast. Board to review at later date.

- **Recommendations:**

No recommendations at this time.

Next meeting will be July 27, 2026, at 4pm at the clubhouse

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

Grounds Committee

Committee Chair: Virginia Ferguson

REPORT

Several items were on the agenda for the Grounds Committee meeting on June 9.

- 1) The chemicals to address the sludge, algae and weeds in the pond have been ordered. Minnows and baby ducks have been spotted at the pond recently!
- 2) The two cherry trees and the holly tree outside the clubhouse will be reviewed by the arborist from R&R Tree Service on Tuesday, June 16. An assessment and recommendation will be provided to the Board at the next meeting.
- 3) Based on complaints heard by Gayle Holland as she works to clean up the corner of Rees Hill and Fairway regarding overgrown shrubbery along the sidewalks west of the intersection, a request has been made to R&R Tree Service for a crew to clear the area and some other problem points along Rees Hill Road. That estimate should be available for the Board at the meeting.
- 4) Sheila Johnson took the time to identify about a dozen areas on BCC grounds next to or between residences' garages where the area needs attention to weeds and general upkeep. Most areas are being managed by the adjacent residents, and they look nice. The few that are not so maintained may need to be considered as HOA responsibility, or the cooperation of the adjacent residents can be solicited to encourage shared upkeep.
- 5) Bernie Sims contacted the OSU extension office and requested a consultation by the experts on lawn and grounds maintenance. That will occur on Thursday, June 11. A report should follow regarding best practices for our lawns and grounds as we anticipate hot weather this summer.
- 6) Several areas around the perimeter of BCC grounds were identified as needing mowing and/or trimming. Because these are areas outside the general grounds, it is possible that the new crew members are not aware of the need to mow these areas. Anna has been asked to remind the crew about the need to mow along Fairway especially.
- 7) The City has been contacted (again) about the need to drag the fallen tree on the north side of BCC over the berm and into the park grounds so our walk can again be pleasant to view and enjoy.
- 8) The nutria spotted by the pond has not been seen for about a week. State Fish and Wildlife normally removes this invasive species when it appears. Residents and guests are reminded that nutria can be aggressive and should not be approached.

Committee members in attendance were Bernie Sims, Gayle Holland, Sheila Johnson, and Virginia Ferguson. Also attending were Debi and Mike Higgins.

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)

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

SOCIAL COMMITTEE

Committee Chair: Bonnie Shaughnessy-Smith

REPORT

Bonnie reported:

The Social Committee met on June 4 to finalize plans for the Sack Lunch Social on June 20, 11:30 to 1 pm, at the clubhouse of which the event had about 20-25 people show up. We also did some planning for a December 12 catered lunch. Kathy Kaspari purchased 10 padded folding chairs and 10 white tablecloths for the clubhouse. Also, in the planning is a Hot Dog Party at committee member Kathy Miller's home in October. (More info on that in a few months. Thank you. Bonnie Shaughnessy-Smith, chair

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 Grasseeth (Board Liaison).

NEWSLETTER COMMITTEE

Committee Chair: Aline Autenrieth

REPORT

Aline reported that she has finished the 3-month newsletter and submitted it to the board for review. Once ready she will then get to Anna for distribution and posting.

COMMITTEE PURPOSE

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

COMMITTEE MEMBERS (UPDATED 3/28/26)

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

DOCUMENTATION COMMITTEE

Committee Chair: Mary Schroeder

REPORT

Mary met with Susan and Anna to review the rules and included in your packet is the recommended updates which will be discussed under old business.

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.