



BATTLECREEK COMMONS

Board of Directors Meeting Minutes

October 28, 2025 – 5:30 pm, via Zoom Online Meeting

WELCOME HOMEOWNERS – Sharon Grassetth welcomed and thanked everyone for coming to the meeting. Sharon announced that Sue Harris has resigned from the Board. There were 14 owners at the meeting.

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

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| <input checked="" type="checkbox"/> Sharon Grassetth (President) | <input type="checkbox"/> Sue Harris (Secretary) Resigned |
| <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"/> Jeanne Dalton (Treasurer Backup/Director) | |

CHAIR REPORT: Sharon provided a report on the fire in the Community on October 11th. All residents of the effected homes are safe and unharmed. Sharon provided an update on the insurance discussions that have transpired so far and the planned restoration process.

MINUTES OF PREVIOUS BOARD MEETING:

Nathan made a motion to approve the September 23, 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: \$6,097.93
4 accounts, 60 days overdue: \$4,764.69
5 accounts, 90 days overdue: \$1,731.17
Anna gave an overview of maintenance team and how they have been working together. Anna reported that the maintenance team is hoping to be able to purchase another leaf blower.

☒ **AMS** – Darby with AMS reported that management would like the Board to consider changing the process by which committee's utilize the office manager's debit card. It was suggested that the community get a credit card that can be checked out to committee members or chairs to complete Board approved projects.

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. **2026 Budget** – A motion was made by Sharon to accept the budget as presented by the finance committee. Nathan seconded the motion and there being no objections or abstentions the motion passed unanimously.
- B. **Annual Meeting Update and Announcements** – The Annual Meeting will be on November 5th. Board elections will be held and announced at this meeting.

NEW BUSINESS:

- A. **Fire Update** – Sharon provided an update on the fire in the Chair report.
- B. **6695 Continental Circle** – A request was submitted by the Owner for the Association to either share in, or take on, the cost of removal of a tree. A motion was made by Kathie to pay half of the cost for the removal of the hemlock tree, in the amount of \$550. The motion was seconded by Dee and there being no objections or abstentions the motion passed unanimously. The pine tree on the Northwest corner will be addressed by the association when the time comes.

OPEN FOREUM: There were no comments or questions from the homeowners on the line.

NEXT MEETING – Annual Meeting: November 5th; Board Meeting: November 25, 2025 at 5:30 pm.

There being no further business the meeting adjourned at 6:26 p.m.