

Churchill Community Foundation
2017 Meeting Minutes
May 31, 2017

The Board of Directors of the Churchill Community Foundation (CCF) met for the regularly scheduled monthly meeting at the Waters Landing Community Center, 2000 Father Hurley Boulevard, Germantown, Maryland, on May 31, 2017.

Present:

Daniel Talmage
Amy Fickling
Jennifer Jones
Anita Pustelnik
Eric Leavitt

Absent:

Will Knowland
Kathleen Summers

Others Present:

Alan Siefert, The Management Group Associates
Karelyn Donahue, Recording Secretary
Jeremy Tucker, Attorney

I. Call to Order

The regular Board meeting was called to order at 7:55 pm, following the Annual Meeting and the Executive Session.

II. Management Report

a. Officer Positions

The Board discussed and decided to keep the same positions from the 2016 Election..

Motion: To retain officer positions as currently assigned.

Leavitt/Fickling. 5/0/0. Talmage, Fickling, Jones, Leavitt and Pustelnik for. Motion passed.

b. Meeting Minutes

The Board reviewed the April 26, 2017 meeting minutes.

Motion: To accept the April 26, 2017 meeting minutes as amended.

Leavitt/Jones. 5/0/0. Talmage, Fickling, Leavitt, Jones, and Pustelnik for. Motion passed.

c. Trash Rack Painting

The Board discussed the options presented by Gardener's to repaint the trash rack. They asked to see if they would throw in a one-year warranty.

Motion: To approve the contract with Gardener's General Contracting for the repainting with primer of the weir grate for a cost of \$4,500. This cost will be coming out of reserves.

Leavitt/Jones. 5/0/0. Talmage, Fickling, Jones, Pustelnik, and Leavitt for. Motion passed.

d. Dredging

The Board discussed the bid options received by E.A. & J.O. Crandell, Inc./Lake Services and discussed the pricing estimate provided by Metropolitan Environmental Services.

Motion: To approve the hiring of E.A. & J.O. Crandell, Inc for the dredge project \$4,500. Contract terms to be finalized then reviewed by the Foundation's attorney. Leavitt/Fickling. 5/0/0. Talmage, Fickling, Jones, Pustelnik, and Leavitt for. Motion passed.

e. Amethyst Stream

Mr. Siefert will check that the asphalt bridge approaches are included in the contract.

f. Grants

The Board discussed the availability of a new grant from the Maryland SHA. The RFP from the state comes out the first week of June. Gabby from CPJ is willing to help write the grant application. An update will be given at the next meeting.

g. 2016 Audit

Mr. Siefert stated that the edits were completed as directed by the Board.

Motion: To approve the 2016 Audit as amended. Jones/Leavitt. 5/0/0. Talmage, Fickling, Leavitt, Jones and Pustelnik for. Motion passed.

j. Financials

The Board reviewed the financials for the months ending April 30, 2017.

III. Old Business

Mr. Siefert updated the Board on the Hydrilla treatment.

IV. New Business

No new business.

V. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, June 28, 2017 at 7:30 p.m. at the Waters Landing Community Center.

VI. Adjournment

Motion: Motion to adjourn the meeting at 9:27 p.m.

Leavitt/Jones. 5/0/0. Pustelnik, Talmage, Fickling, Leavitt and Jones for. Motion passed.

Churchill Community Foundation (CCF)
Motion List
May 31, 2017

1. Motion: To retain officer positions as currently assigned.
Leavitt/Fickling. 5/0/0. Talmage, Fickling, Jones, Leavitt and Pustelnik for. Motion passed.
2. Motion: To accept the April 26, 2017 meeting minutes as amended.
Leavitt/Jones. 5/0/0. Talmage, Fickling, Leavitt, Jones, and Pustelnik for. Motion passed.
3. Motion: To approve the contract with Gardener's General Contracting for the repainting with primer of the weir grate for a cost of \$4,500. This cost will be coming out of reserves.
Leavitt/Jones. 5/0/0. Talmage, Fickling, Jones, Pustelnik, and Leavitt for. Motion passed.
4. Motion: To approve the hiring of E.A. & J.O. Crandell, Inc for the dredge project \$4,500. Contract terms to be finalized then reviewed by the Foundation's attorney.
Leavitt/Fickling. 5/0/0. Talmage, Fickling, Jones, Pustelnik, and Leavitt for. Motion passed.
5. Motion: To approve the 2016 Audit as amended.
Jones/Leavitt. 5/0/0. Talmage, Fickling, Leavitt, Jones and Pustelnik for. Motion passed.
6. Motion: Motion to adjourn the meeting at 9:27 p.m.
Leavitt/Jones. 5/0/0. Pustelnik, Talmage, Fickling, Leavitt and Jones for. Motion passed.