

**Churchill Community Foundation**  
**2017 Meeting Minutes**  
**June 28, 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 June 28, 2017.

**Present:**

Daniel Talmage  
Amy Fickling  
Kathleen Summers  
Eric Leavitt  
Anita Pustelnik

**Others Present:**

Alan Siefert, The Management Group Associates  
Karelyn Donahue, Recording Secretary  
Keir Soderberg, Homeowner

**Not Present:**

Will Knowland  
Jennifer Jones

**I. Call to Order**

Mr. Talmage called the meeting to order at 7:34 p.m.

**II. Management Report**

**a. Meeting Minutes**

The Board reviewed the May 31, 2017 meeting minutes and made a few revisions.

Motion: To accept the May 31, 2017 meeting minutes as revised.  
Leavitt/Pustelnik. 3/0/1. Talmage, Pustelnik and Leavitt for. Summers abstained.  
Motion passed.

Note: Amy Fickling arrived at 7:45 pm.

**b. SHA Funding**

The Board discussed applying for grants from the State Highway Administration. The Board reviewed the proposal from CPJ to prepare the grant applications, for Amethyst Stream and for CEV Stream. Mr. Siefert will find out when the funds would be available.

Motion: To accept the proposal from CPJ to prepare the grant applications and design the work for both Amethyst Stream and CEV Stream at a cost of \$14,000. The CEV Stream application would be contingent upon the agreement with the landowners. If not agreeable, only the grant for the Amethyst Stream would be pursued.  
Leavitt/Pustelnik. 4/1/0. Talmage, Summers, Leavitt and Pustelnik for. Fickling against. Motion passed.

**c. Amethyst Stream**

Clearing work began after June 15<sup>th</sup> and will continue on the lower stream and be completed by August 20<sup>th</sup>. The new path needs to be completed and the bridge access needs to be paved. The bridges are to be shipped from Minnesota and the footings need to be poured. If the paths will only be closed for a few days, the Board is okay without the use of temporary bridges. A timeframe is needed so the Foundation can notify the HOAs and update the website and Facebook. Also, there will be \$55,000 worth of new plantings (native trees, bushes and grasses), already included in the Angler contract.

**d. Dredging**

Mr. Siefert stated that meetings are set up for the following morning, June 29<sup>th</sup>, with permitting agencies. It was discussed that the access road around the oak tree will hopefully be changed. The road will go around the other side of the tree providing less turns and easier accessibility for the trucks. The attorney is currently reviewing the contract. Work is scheduled to start mid-July.

**e. Financials**

The Board reviewed the financials for the month ending May 31, 2017.

**III. Old Business**

**a. Hydrilla**

The Hydrilla treatment was completed.

**b. Weir Grate**

The painting of the weir grate has not been started by Gardener's.

**c. Duck Fence**

The duck fence along Laurel Hill Way has not been taken away yet.

**d. Insurance**

TMGA will check with the attorney if the Foundation should insure the weir and the dam.

**e. Project Chart**

Mr. Siefert will update the chart and include in the next management report.

**IV. New Business**

**a. Meeting Dates**

The Board discussed the meetings for November and December. It was decided that the meetings would be combined and the Board would meet on December 6, 2017.

**b. Budget for 2018**

The Board discussed raising assessments for 2018. Mr. Siefert suggested going ahead and raising the assessments while the homeowners and HOAs can see the work being completed. He suggested raising the assessment \$.15/month per unit which will be ~\$10,000/year. The Board tasked TMGA to provide notice of the Board's intent to increase the assessment by \$.15.

**c. Walk-Through**

Mr. Talmage noted that a time needs to be scheduled to do a Board walk-through.

**V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, July 26, 2017 at 7:30 p.m. at the Waters Landing Community Center.

**VII. Adjournment**

Motion: Motion to adjourn the meeting at 9:35 p.m.

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

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**Motion List**  
**June 28, 2017**

1. Motion: To accept the May 31, 2017 meeting minutes as amended.  
Leavitt/Pustelnik. 3/0/1. Talmage, Pustelnik and Leavitt for. Summers abstained.  
Motion passed.
2. Motion: To accept the proposal from CPJ to prepare the grant applications and design the work for both Amethyst Stream and CEV Stream at a cost of \$14,000. The CEV Stream application would be contingent upon the agreement with the landowners. If not agreeable, only the grant for the Amethyst Stream would be pursued. Leavitt/Pustelnik. 4/1/0. Talmage, Summers, Leavitt and Pustelnik for. Fickling against. Motion passed.
3. Motion: Motion to adjourn the meeting at 9:35 p.m.  
Leavitt/Summers. 5/0/0. Leavitt, Pustelnik, Talmage, Fickling and Summers for.  
Motion passed.