

Churchill Community Foundation
Approved Board Meeting Minutes
July 26, 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 July 26, 2017.

Present:

Daniel Talmage
Amy Fickling
Kathleen Summers
Eric Leavitt
Anita Pustelnik
Will Knowland

Others Present:

Alan Siefert, The Management Group Associates
Karelyn Donahue, Recording Secretary

Not Present:

Jennifer Jones

I. Call to Order

Mr. Talmage called the meeting to order at 7:35 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the June 28, 2017 meeting minutes and made revisions.

Motion: To accept the June 28, 2017 meeting minutes as revised.

Leavitt/Fickling. 5/0/1. Talmage, Pustelnik, Summers, Fickling and Leavitt for. Knowland abstained. Motion passed.

b. Amethyst Stream

The Board discussed the new bridges and the installation of the footers. The footer cost was not originally in the contract. The change order from Angler for the footers was reviewed and voted on.

Motion: To accept the change order (#3) form Angler for the installation of the footers for the two bridges at a cost of \$13,600.

Leavitt/Knowland. 5/1/0. Talmage, Knowland, Summers, Fickling and Leavitt for. Pustelnik against. Motion passed.

The Board also discussed the seepage control along the bank where it was discovered that ground water was found entering the stream. The seepage will speed up erosion and the ground is unstable and shifting into the stream.

Motion: To accept the change order (#4) from Angler for the seepage control along the bank up to a cost of \$27,000. This approval is contingent upon the Board seeing the engineering plans by email and having no concerns with the details. Fickling/Knowland. 6/0/0. Talmage, Knowland, Summers, Fickling, Pustelnik and Leavitt for. Motion passed.

c. 2018 Budget

The 2018 Budget was discussed and some minor changes need to be made. This was tabled to the next meeting with final approval expected to take place at the October meeting.

d. SHA Funding

There has been clarification that the SHA grant would not allow use of other state funds for the same project. However, DNR is considering advanced pre-approval of worthy projects to receive funds for two years ahead if the project reaches certain milestones. The Board decided not to pursue the SHA grant at this time and instead discussed pursuing DNR state trust funds and having CPJ fill out the grant application.

Motion: To accept the proposal from CPJ to write the grant application (for the design and engineering of the CEV project) for a cost of \$4,200. This is in lieu of spending the \$14,000 for the SHA grant application previously approved. Leavitt/Knowland. 5/0/1. Talmage, Knowland, Summers, Fickling and Leavitt for. Pustelnik against. Motion passed.

e. Dredging

The dredging will begin within the next two weeks; there will be several barges. The lake has been GPS marked according to the lake's original contour. The dredge will last to at least November. It was noted that the corner of the lake that was not approved in the permit is now able to be dredged pending written approval from the Maryland dam inspector.

f. Reserve Analysis

The Board discussed and asked Mr. Siefert to make several revisions. These changes will be made and an updated analysis will be presented to the Board upon completion.

g. Financials

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

III. Old Business

a. Duck Fence

The duck fence along Laurel Hill Way has been removed.

b. Tree Pruning

The Board discussed the median Crabapple trees that need to be limbed up by Mainscapes. They also discussed some tree cages that need to be re-aligned around four Hemlocks at the lake.

c. Walk-Through

A Board walk-through will be scheduled for some time in September.

IV. New Business

a. Meeting Date

The Board discussed the next meeting as Mr. Siefert will be out of town. It was decided to keep the meeting as scheduled and that the budget would be distributed ahead of the meeting via email.

b. Path Repairs

Mr. Siefert will price the asphalt repairs across the dam.

V. Next Meeting

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

VI. Adjournment

Motion: Motion to adjourn the meeting at 9:50 p.m.
Knowland/Leavitt. 6/0/0. Leavitt, Pustelnik, Talmage, Fickling, Knowland and Summers for. Motion passed.

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Motion List
July 26, 2017

1. Motion: To accept the June 28, 2017 meeting minutes as revised.
Leavitt/Fickling. 5/0/1. Talmage, Pustelnik, Summers, Fickling and Leavitt for.
Knowland abstained. Motion passed.
2. Motion: To accept the change order (#3) from Angler for the installation of the footers for the two bridges at a cost of \$13,600.
Leavitt/Knowland. 5/1/0. Talmage, Knowland, Summers, Fickling and Leavitt for.
Pustelnik against. Motion passed.
3. Motion: To accept the change order (#4) from Angler for the seepage control along the bank up to a cost of \$27,000. This approval is contingent upon the Board seeing the engineering plans by email and having no concerns with the details.
Fickling/Knowland. 6/0/0. Talmage, Knowland, Summers, Fickling, Pustelnik and Leavitt for. Motion passed.
4. Motion: To accept the proposal from CPJ to write the grant application (for the design and engineering of the CEV project) for a cost of \$4,200. This is in lieu of spending the \$14,000 for the SHA grant application previously approved.
Leavitt/Knowland. 5/0/1. Talmage, Knowland, Summers, Fickling and Leavitt for.
Pustelnik against. Motion passed.
5. Motion: Motion to adjourn the meeting at 9:50 p.m.
Knowland/Leavitt. 6/0/0. Leavitt, Pustelnik, Talmage, Fickling, Knowland and Summers for. Motion passed.