

**Churchill Community Foundation  
Board Meeting Minutes  
October 25, 2017**

The Board of Directors of the Churchill Community Foundation (CCF) met for the regularly scheduled monthly meeting at the Waters Landing Community Center, 20000 Father Hurley Boulevard, Germantown, Maryland, on October 25, 2017.

**Present:**

Daniel Talmage  
Amy Fickling  
Eric Leavitt  
Kathleen Summers  
Will Knowland  
Jennifer Jones

**Others Present:**

Alan Siefert, Management Agent

**Not Present:**

Anita Pustelnik

**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 September 27, 2017 meeting minutes and made revisions.

Motion: To accept the September 27, 2017 meeting minutes as revised. Summers/Leavitt. 3/0/1. Talmage, Summers and Leavitt for. Knowland abstained. Jones and Fickling not present. Motion passed.

**b. 2018 Budget**

The proposed budget was sent to all sub-associations. No feedback was received other than informal, favorable remarks from CVS and Waters Landing.

Motion: To approve the 2018 budget as presented, increasing the assessment from \$3.35 to \$3.50 per month. Leavitt/Knowland. 6/0/0. Talmage, Summers, Leavitt, Knowland, Jones and Fickling for. Motion passed.

The assessment ceiling has not increased for over 10 years. The Board discussed the reasons to consider increasing now.

Motion: To approve the increase of the assessment ceiling from \$4.50 to \$4.75 per month. Leavitt/Knowland. 6/0/0. Talmage, Summers, Leavitt, Knowland, Jones and Fickling for. Motion passed.

**c. Amethyst Stream**

The bridges have been completed. They will be working on the plantings over the next 10-14 days. There will be four trees (Red Maples and Willow Oaks) coming in the future. Two will be planted in the stream valley and two lakeside.

**d. Dredging**

The crews should be all cleared out by the first week of November; two of the barges are already gone.

The Board discussed Mr. Siefert's spreadsheet showing the costs of the dredging project, what has already been paid and what is still expected to be paid. The expenditures have been in line with the budget for the project.

**e. Submerged Vegetation**

Mainscapes has relocated some of the submerged vegetation from dredge areas to other shorelines. The Board discussed moving coir logs and cattails to Post 2.

**f. Future Projects**

CEV Stream: The Board anticipates hearing an answer about the grant approval by next meeting.

Esprit Stream: The Board discussed the poor condition of the stream through Esprit. The area has been inspected by Mr. Talmage and Mr. Siefert. CPJ has suggested the Foundation look at the State Highway funding to help with the Esprit Stream restoration.

**g. Tree Work**

At the previous meeting, 12-15 trees installations were approved by the Board at the mouth of the Amethyst Stream and along Waters Landing shoreline. It was confirmed that a total of 14 trees would be installed.

**h. Financials**

The Board reviewed the financials for the month ending September 30, 2017.

**i. Operating Checklist/Pending Projects**

The Board reviewed the operating checklist and pending projects with Mr. Siefert. It was suggested to paint the bridges in the spring. It was also suggested to wait six months to apply grit paint to the new bridges and to wait for them to be sealed.

### **III. Old Business**

#### **a. Dam Inspector**

The dam inspector has not completed the inspection. Mr. Siefert to follow-up with them.

#### **b. Divers**

The Board discussed waiting until spring to bring in the divers.

#### **c. Signs**

The signs are to come down by the end of the week. The project announcement sign will be kept up for a bit.

### **IV. New Business**

#### **a. Bubblers**

The Board discussed waiting until spring to discuss. The Board wants to talk to the Hydrilla contractor to get an explanation and options.

#### **b. Bonus**

Motion: To approve the amended motion over email for a \$3,200 net bonus plus fees and taxes for Mr. Siefert.

Leavitt/Jones. Leavitt, Knowland, Talmage, Fickling, Jones and Summers for.  
Motion passed.

### **V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, December 6, 2017 at 7:30 p.m. at the Waters Landing Community Center.

### **VI. Adjournment**

Motion: To adjourn the meeting at 9:15 p.m.

Knowland/Leavitt. 6/0/0. Leavitt, Knowland, Talmage, Fickling, Jones and Summers for. Motion passed.

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1. Motion: To accept the September 27, 2017 meeting minutes as revised. Summers/Leavitt. 3/0/1. Talmage, Summers and Leavitt for. Knowland abstained. Jones and Fickling not present. Motion passed.
2. Motion: To approve the 2018 budget as presented, increasing the assessment from \$3.35 to \$3.50 per month. Leavitt/Knowland. 6/0/0. Talmage, Summers, Leavitt, Knowland, Jones and Fickling for. Motion passed.
3. Motion: To approve the increase of the assessment easement from \$4.50 to \$4.75 per month. Leavitt/Knowland. 6/0/0. Talmage, Summers, Leavitt, Knowland, Jones and Fickling for. Motion passed.
4. Motion: To approve the amended motion over email for a \$3,200 net bonus plus fees and taxes for Mr. Siefert. Leavitt/Jones. Leavitt, Knowland, Talmage, Fickling, Jones and Summers for. Motion passed.
5. Motion: To adjourn the meeting at 9:15 p.m. Knowland/Leavitt. 6/0/0. Leavitt, Knowland, Talmage, Fickling, Jones and Summers for. Motion passed.