

**Churchill Community Foundation
Board Meeting Minutes
December 6, 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 December 6, 2017.

Present:

Daniel Talmage
Amy Fickling
Eric Leavitt
Kathleen Summers
Anita Pustelnik
Jennifer Jones

Others Present:

Alan Siefert, Management Agent

Not Present:

Will Knowland

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 October 25, 2017 meeting minutes and made revisions.

Motion: To accept the October 25, 2017 meeting minutes as revised.
Fickling/Leavitt. 5/0/1. Talmage, Summers, Jones, Fickling and Leavitt for.
Pustelnik abstained. Motion passed.

b. Year End Motion

The Board reviewed the material in the management report regarding the motion to be made at the end of the year regarding any potential excess operating funds. Mr. Siefert explained that, if any excess shows on the books, it will be considered profit and, therefore, taxable at the corporate rate if the Foundation does not either dedicate the funds to reserves or transfer them to offset 2018 operating expenses.

Motion: To transfer any potential 2017 excess operating funds to offset 2018 operating expenses.
Leavitt/Fickling. 6/0/0. Talmage, Summers, Leavitt, Pustelnik, Jones and Fickling for.
Motion passed.

c. Dredging

Mr. Talmage and Mr. Siefert reviewed the remaining issues concerning the dredge. It was agreed that the Foundation would withhold \$5,000 until spring when grass growth and final contour of the meadow can be confirmed. Mr. Siefert will be

working with the permitting authorities to get refundable permit fees and the cash bond be returned.

d. Debris Removal

As previously discussed, Gardener's has been asked to remove logs, limbs and other natural debris that has been brought to the surface as a result of the dredge operation at the weir.

e. Espirit Stream Restoration

Mr. Siefert walked the stream and took photographs as did Gabby from CPJ. Both also walked the property together with Liz from SHA. The SHA representative determined that the stream in its current condition seems to be well qualified for restoration by SHA. The matter is to be presented to the decision making body by the end of December. This will be an issue of discussion at the January meeting. Mr. Siefert indicated that the SHA representative stated that there were many options and possibilities available for who would do the work and how the funding would be handled.

f. Tree Installation

All the trees have been installed except the four large trees that the Foundation obtained directly from a nursery. The trees should be installed once the leaves are off. Two will go along the Amethyst Stream; the other two will go in the area between the path and the lake on the Waters Landing side.

g. Amethyst Stream

Mr. Siefert advised that the final walk through of the stream project took place today. He was joined by Gabby from CPJ and Luke from Angler Construction. The only items outstanding were the straightening and stabilization of five new trees that were leaning, the removal of the debris gathered at the curb drain and removal of concrete on the bank above the upper bridge.

Gabby produced a success story flyer regarding the Amethyst Stream. Mr. Siefert made some corrections and additions and the document is now ready for distribution. It will first go to The Potomac Conservancy and The Department of Natural Resources so they, in turn, can promote their grant and partnership with us and the grant itself.

h. 2018 Budget

Mr. Siefert confirmed that he had issued the official notice of the approved 2018 budget to all sub-association representatives. The mailing included the announcement of the increase to the monthly assessment and to the assessment ceiling.

i. Financials

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

j. Operating Checklist/Pending Projects

The Board reviewed the operating checklist and pending projects with Mr. Siefert.

III. Old Business

IV. New Business

a. Wildlife Boxes

Mr. Talmage brought up the possibility of the Foundation purchasing and installing bird, bat and/or owl boxes for specific areas around the lake. There was general interest in this project by other Board members in attendance. These should be installed by the end of February to be ready for mating season.

V. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, January 31, 2018 at 7:30 p.m. at the Waters Landing Community Center.

VI. Adjournment

The regular meeting adjourned at 8:44 p.m.

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Motion List
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Pustelnik abstained. Motion passed.
2. Motion: To transfer any potential 2017 excess operating funds to offset 2018 operating expenses.
Leavitt/Fickling. 6/0/0. Talmage, Summers, Leavitt, Pustelnik, Jones and Fickling for.
Motion passed.