

Churchill Community Foundation
Board Meeting Minutes
January 31, 2018

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 January 31, 2018.

Present:

Daniel Talmage
Amy Fickling
Kathleen Summers
Anita Pustelnik
Jennifer Jones

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, Recording Secretary

Not Present:

Will Knowland
Eric Leavitt

I. Call to Order

Mr. Talmage called the meeting to order at 7:33 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the December 6, 2017 meeting minutes and made revisions.

Motion: To accept the December 6, 2017 meeting minutes as revised.
Pustelnik/Fickling. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for.
Motion passed.

b. Management Contract

The Board reviewed the proposed management contract renewal with The Management Group Associates. The Board requested that the generic term “Community” be changed to “Foundation” throughout the contract.

Motion: To accept the management contract renewal with the Management Group Associates for the next three years as revised.
Jones/Summers. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.

c. 2018 Hydrilla Control

The Board reviewed the proposed contract for an annual hydrilla control treatment from Aquatic Environmental Consultants. This is the same contractor that treated the hydrilla last year. The cost would stay the same and the treatment would take place in June.

Motion: To accept the hydrilla treatment contract with Aquatic Environmental Consultants for hydrilla treatment to take place in June 2018. Jones/Pustelnik. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.

d. CEV

The Board discussed the \$125,000 Chesapeake Bay Trust grant received for the design and engineering of the Churchill-East Village stream. CPJ lowered the scope of work the original proposal to match the grant received. CPJ will work on the application for the construction grant (~1 million) with Chesapeake Bay Trust that is due in March. Permits can be applied for now and the question was brought up as to whether or not CEV would be paying for these.

Motion: To accept the bid from CPJ for the engineering/design of the Churchill-East Village stream project. Jones/Summers. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.

e. Pipe Under Father Hurley

Mr. Siefert updated the Board on his finding after going into the pipe earlier today. The hole is under the median and Father Hurley Boulevard will most likely need to be closed at some time to address the partially collapsed pipe. Currently, there is no timeline on the repair/replacement. Mr. Siefert stated that, if the pipe fully collapses, the County is concerned that the road will go with it.

f. Dredge

The Board reviewed the final construction progress report for the dredge project submitted by Brice at GKY. The Board requested that a copy of the bathymetric studies, before and after, needed to be included in the file

g. Amethyst Stream

All of the trees have been installed, but Mainscapes needs to put fencing around a few of the trees. Mr. Siefert stated that this should take place this week or next.

h. Financials

The Board reviewed the financials for the months ending November 30, 2017 and December 31, 2017. It was noted that the Foundation is still owed money from the State from the Amethyst bond money. Mr. Siefert also presented the Reserve Fund Expenditures and Cost by Project spreadsheets.

i. Operating Checklist/Pending Projects

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

III. Old Business

IV. New Business

a. Vandalism

The Board discussed potential vandalism (scorched trees). Mr. Talmage will take pictures of the trees and post on the Facebook page to make residents aware. If anything is noticed on the Waters Landing side of the lake, we will urge people to call the police.

V. Confidential Information

At 8:35 pm, the Board entered into the confidential portion of the meeting. The regular Board meeting resumed at 8:41 pm.

VI. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, February 28, 2018 at 7:30 p.m. at the Waters Landing Community Center.

VI. Adjournment

Motion: To adjourn the January 31, 2018 Board meeting at 8:51 pm.
Jones/Pustelnik. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.

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Motion List
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1. Motion: To accept the December 6, 2017 meeting minutes as revised.
Pustelnik/Fickling. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.
2. Motion: To accept the management contract renewal with the Management Group Associates for the next three years as revised.
Jones/Summers. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.
3. Motion: To accept the hydrilla treatment contract with Aquatic Environmental Consultants for hydrilla treatment to take place in June 2018.
Jones/Pustelnik. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.
4. Motion: To accept the bid from CPJ for the engineering/design of the Churchill-East Village stream project.
Jones/Summers. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.
5. Motion: To adjourn the January 31, 2018 Board meeting at 8:51 pm.
Jones/Pustelnik. 5/0/0. Talmage, Summers, Jones, Fickling and Pustelnik for. Motion passed.