

**Churchill Community Foundation  
Board Meeting Minutes  
March 28, 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 March 28, 2018.

**Present:**

Daniel Talmage  
Amy Fickling  
Eric Leavitt  
Will Knowland  
Anita Pustelnik

**Others Present:**

Alan Siefert, Management Agent  
Karelyn Donahue, Recording Secretary  
Kate Allen, John Manougian Insurance

**Not Present:**

Kathleen Summers  
Jennifer Jones

**I. Call to Order**

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

**II. Management Report**

**a. Insurance Discussion**

Kate Allen from John Manougain Insurance was in attendance at this Board meeting to discuss the Foundation's insurance policies. Ms. Allen noted that there will be no increase in the premium for the renewal set for May 20<sup>th</sup>. The Fidelity premium will actually decrease. The Board discussed with Ms. Allen about the possibility of including the weir and the dam in the property coverage. Ms. Allen will obtain a premium estimate on coverage for the weir/pipes. This will need to be voted on at the April meeting.

**b. Meeting Minutes**

The Board reviewed the February 28, 2018 meeting minutes and made revisions.

Motion: To accept the February 28, 2018 meeting minutes as revised.  
Fickling/Leavitt. 3/0/2. Talmage, Leavitt and Fickling for with Knowland and Pustelnik abstaining. Motion passed.

**c. CEV Stream**

Gabby of CPJ had emailed the final plans to Mr. Siefert. Mr. Siefert printed them out for the Board to review. The construction grant will be submitted Thursday or Friday this week and the grant awardee will be announced at the end of August. The Board discussed the timing of obtaining the needed permits. It was suggested that Alan ask if CPJ would forward fund the initial permits in anticipation of receiving the grant or

if the permits should be prepared but not submitted until we know for certain that the grant has been awarded.

**d. 2018 Annual Meeting and Election**

The Annual Meeting and Election will be held on Tuesday, April 17<sup>th</sup>. Anticipating no quorum, the rescheduled date will be the last Wednesday in May, the same night as the open Board meeting. There are two open positions and five candidates.

**e. Financials**

The Board reviewed the financials for the month ending February 28, 2018.

**f. Operating Checklist/Pending Projects**

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

**III. Old Business**

**a. Stocking of Fish**

Mr. Siefert updated the Board that the State will not pay for fish to be stocked in a private lake, but they may offer guidance as to what the right mix of fish would be.

**b. Owl / Duck Boxes**

Mr. Siefert updated the Board that all of the boxes are out with the contractor to be installed in/by the north part of the lake.

**IV. New Business**

**a. Tree Fencing**

Mr. Knowland was concerned that the tree fencing needed to be removed around some of the trees as it was hindering growth. Mr. Talmage stated that to keep the warranty on the trees, we may need to keep the fencing up for a certain amount of time. TMGA will check on the warranty to see if we can remove or widen the fencing.

**b. HOAs Use of Herbicides**

Mr. Knowland inquired as to whether the HOAs are spraying herbicides/pesticides during the summer and if the Foundation has asked them not to. It was agreed that this is an HOA issue and should be dealt with as such.

**V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, April 25, 2018 at 7:30 p.m. at the Waters Landing Community Center.

**VI. Adjournment**

Motion: To adjourn the March 28, 2018 Board meeting at 9:15 pm.  
Knowland/Pustelnik. 5/0/0. Talmage, Knowland, Pustelnik, Fickling and Leavitt for.  
Motion passed.

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**Motion List**  
**March 28, 2018**

1. Motion: To accept the February 28, 2018 meeting minutes as revised. Fickling/Leavitt. 3/0/2. Talmage, Leavitt and Fickling for with Knowland and Pustelnik abstaining. Motion passed.
2. Motion: To adjourn the March 28, 2018 Board meeting at 9:15 pm. Knowland/Pustelnik. 5/0/0. Talmage, Knowland, Pustelnik, Fickling and Leavitt for. Motion passed.