

**Churchill Community Foundation
Board Meeting Minutes
June 27, 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 June 27, 2018.

Present:

Daniel Talmage
Amy Fickling
Will Knowland
Anita Pustelnik
Jennifer Jones
Patricia Jones-Butler
Eric Leavitt

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, Recording Secretary

Not Present:

I. Call to Order

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

II. Management Report

a. Lerch, Early & Brewer – Attorney

Jeremy Tucker of Lerch, Early & Brewer was in attendance to discuss any issues with the Board. Mr. Tucker commended the Board on all the work that has been accomplished by the Foundation. He informed the Board that there are no new state or county laws coming up with homeowner associations. He also suggested the Board look into Breach of Contract insurance because of the size of some of our past contracts.

b. Montgomery County Planning Department

Phillip Estes, Jamie Pratt and Fred Boyd from the Montgomery County Regional Office of the Maryland Nation Capital Park & Planning Department were in attendance to discuss the Germantown-Churchill Village Sector Plan. This zoning classification is sunsetting this year. The Germantown-Churchill Village Sector Plan will update the community's town sector zoning to reflect current zoning classifications. Mr. Talmage explained how the Foundation is set up and how it is funded. The Planning Department team is beginning to reach out to the community. They will also reach out to the individual HOAs. Mr. Siefert and the Board can help the outreach by adding items to the mailings, website and social media.

c. Officer Positions

The Board discussed and decided to keep the same positions from the 2017 Election. As follows:

President: Daniel Talmage
Vice President: Amy Fickling
Treasurer/Secretary: Eric Leavitt

Motion: To retain officer positions as currently assigned. Knowland/Jones. 7/0/0. Talmage, Fickling, Jones, Leavitt, Pustelnik, Knowland and Jones-Butler for. Motion passed.

d. Meeting Minutes

The Board reviewed the May 30, 2018 meeting minutes and made revisions.

Motion: To accept the May 30, 2018 meeting minutes as revised. Knowland/Jones-Butler. 6/0/1. Talmage, Fickling, Jones, Pustelnik, Knowland and Jones-Butler for. Leavitt abstained. Motion passed.

e. 2017 Audit

The Board reviewed the draft audit and asked for some changes to the verbiage: change the wording to specifically include the completion of the dredge, change reserve study to 5-7 years, add that the two year dredge and the four bridges were in accordance with plan, change bathometric study to every 5 years and water study to every year. The item was tabled for voting until next month.

f. Water Quality

Only one bid for the water quality survey was received. Mr. Siefert will obtain a second bid and the Board can vote on the proposals next month.

g. Churchill East Main Stem

This project is still in the permitting process.

h. Hydrilla Control

The treatment was completed on Friday, June 22, 2018. An update will be given at next month's meeting.

i. Website

Mr. Knowland stated that the website does not have many users, but a lot of good pictures of the Lake have been posted on the Facebook page. The website needs to be updated. It was also discussed that another editor should be added to Facebook from the Board.

j. Financials

The Board reviewed the financials for the month ending May 31, 2018.

k. Operating Checklist/Pending Projects

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

III. Old Business

a. Dredge Staging Area

It was asked if the Foundation is responsible for the grass in this area. Mr. Siefert confirmed that it is and that the area has been seeded and strawed; it will take some time to grow. Touch up can be performed as needed.

b. Posts / Mile Markers

The Board discussed the need to either restrain or repaint the posts as it is time to redo. It was noted that the pavement markings are in the process of being repainted.

IV. New Business

a. Parking Bollard

The Board discussed looking into putting in a parking bollard where vehicles have gone onto the Lake's path.

b. Board Member Recognition

The Board agreed to present outgoing Board member Kathleen Summers with a Certificate of Appreciation and a \$50 gift card to Meadows Farms.

c. Bridge Painting

A bid was received from Gardner's to repaint the bridges and repair the holes in the planks. The Board asked Mr. Siefert to receive a second bid to repaint the old bridges and to replace the planks instead of repairing. For the new bridge, Mr. Siefert will

check with the manufacturer to see what sealant they recommend to use that is environmentally friendly.

V. Next Meeting

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

VI. Adjournment

Motion: To adjourn the June 27, 2018 Board meeting at 9:45 pm.
Knowland/Leavitt. 7/0/0. Talmage, Jones, Pustelnik, Fickling, Knowland, Leavitt and Jones-Butler for. Motion passed.

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2. Motion: To accept the May 30, 2018 meeting minutes as revised.
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