

**Churchill Community Foundation
Board Meeting Minutes
October 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 October 31, 2018.

Present:

Daniel Talmage
Amy Fickling
Eric Leavitt
Jennifer Jones
Anita Pustelnik

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, Recording Secretary

Not Present:

Patricia Jones-Butler
Will Knowland

I. Call to Order

Mr. Talmage called the meeting to order at 7:30 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the September 26, 2018 meeting minutes and made revisions.

Motion: To accept the September 26, 2018 meeting minutes as revised.
Leavitt/Jones. 5/0/0. Talmage, Fickling, Jones, Pustelnik and Leavitt for. Motion passed.

b. Water Quality Study

Mr. Siefert had not received the 2018 draft water quality report from Princeton Hydro prior to the meeting. Once received, the report with the cover letter will be forwarded via email to the Board for review.

c. 2019 Budget

The Board reviewed the proposed 2019 budget and had no additional revisions.

Motion: To approve the 2019 operating budget as presented.
Leavitt/Jones. 4/0/1. Talmage, Fickling, Jones and Leavitt for. Pustelnik abstained.
Motion passed.

d. Bridge Painting/Markers

The Board discussed the proposals received from Gardener's and CertaPro for the painting project.

Motion: To approve the amended proposal by CertaPro to paint/stain the bridges, upright posts and signs for \$4,295.00.
Leavitt/Jones. 5/0/0. Talmage, Fickling, Jones, Pustelnik and Leavitt for. Motion passed.

e. Amethyst Stream Warranty

From the Board walk through earlier this month, one issue was noted regarding some stones. The contractor took care of the issue at no cost by moving the stones.

CPJ is to give the Foundation a plan on the maintenance of the stream.

f. Dam/Pipe Ownership

Mr. Siefert gave an update on his findings regarding the ownership of the piping under the dam. The Foundation owns the dam only partially up to or prior to the guardrail. The other side is shown as WSCC ownership. The road itself is highway right-of-way. Mr. Siefert asked Mr. Tucker of Lerch, Early & Brewer to investigate where the lines are.

g. Chesapeake Bay / DNR Grant for CEV Stream Restoration Project

Mr. Siefert gave an update on the DNR grant. He spoke with Mr. Cohee of Maryland DNR. He confirmed that the Foundation does not need to reapply; the submittal for 2019 will still be considered for 2020. If the grant is awarded to the Foundation, funds can be received as early as July 2019. The representatives from DNR would like to revisit the CEV Stream.

h. Financials

The Board reviewed the financials for the month ending September 30, 2018. Mr. Siefert explained to the Board that money had been moved as the primary account was moved from M&T Bank to Union Bank.

i. Operating Checklist/Pending Projects

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

III. Old Business

a. Dirt Mound

Dr. Jones reported on the Water's Landing meeting where concerns were brought up about the dirt mound on Water's Landing property. The Foundation Board discussed that they need to protect the Foundation's interests by making sure the run-off from

the mound does not get into the lake and that this needs to be further discussed. It was agreed to put this on next month's agenda.

IV. New Business

a. Board Walk Through

The Board had their walk through on Sunday, October 14th. Ms. Fickling will be typing up the notes from the walk through.

V. Next Meeting

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

The Board agreed to cancel the December meeting.

VI. Adjournment

Motion: To adjourn the October 31, 2018 Board meeting at 8:30 pm.
Leavitt/Pustelnik. 5/0/0. Talmage, Fickling, Pustlenik, Leavitt and Jones for. Motion passed.

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Motion List
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1. Motion: To accept the September 26, 2018 meeting minutes as revised.
Leavitt/Jones. 5/0/0. Talmage, Fickling, Jones, Pustelnik and Leavitt for. Motion passed.
2. Motion: To approve the 2019 operating budget as presented.
Leavitt/Jones. 4/0/1. Talmage, Fickling, Jones and Leavitt for. Pustelnik abstained.
Motion passed.
3. Motion: To approve the amended proposal by CertaPro to paint/stain the bridges, upright posts and signs for \$4,295.00.
Leavitt/Jones. 5/0/0. Talmage, Fickling, Jones, Pustelnik and Leavitt for. Motion passed.
4. Motion: To adjourn the October 31, 2018 Board meeting at 8:30 pm.
Leavitt/Pustelnik. 5/0/0. Talmage, Fickling, Pustlenik, Leavitt and Jones for. Motion passed.