

**Churchill Community Foundation  
Board Meeting Minutes  
February 27, 2019**

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 February 27, 2019.

**Present:**

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

**Others Present:**

Alan Siefert, Management Agent,  
Karelyn Donahue, Recording Secretary

**Not Present:**

**I. Call to Order**

Mr. Talmage called the meeting to order at 7:32 p.m.

**II. Management Report**

**a. Meeting Minutes**

The Board reviewed the January 30, 2019 meeting minutes and made revisions.

Motion: To accept the January 30, 2019 meeting minutes as revised.  
Knowland/Pustelnik. 6/0/1. Talmage, Fickling, Pustelnik, Butler-Jones, Knowland and Leavitt for. Jones abstained. Motion passed.

**b. Tree-mendous Maryland**

The Board discussed purchasing bushes and trees through the Tree-mendous Maryland program. The Board instructed Mr. Siefert to purchase up to \$600 worth of trees and bushes including pickup and installation. He will look into purchasing spice bushes, blueberry bushes, elderberry bushes, and Virginia Pines.

**c. CEV Stream**

Two permits were filed since the last meeting, one for the sediment control through the County and one for WSSC.

The onsite walk-through of the stream with DNR representatives took place on February 19, 2019. Mr. Siefert and Ms. Pustelnik said the visit went very well and that the representatives were very positive. The DNR representatives would like to see an actual cost estimate for the project. The Board suggested that Angler should do this estimate. Mr. Siefert will contact CPJ about obtaining this estimate from Angler.

**a. Bridge Painting/Markers**

The painting was able to be completed in December due to some warm days. However, the color is lighter than expected. The Board asked that management find out why and potentially have the project redone in a darker brown. Mr. Siefert looked into this and realized that it is the color that was in the specs. The Board asked Mr. Siefert to check the color at Sherwin Williams to make sure they did in fact use the correct color/shade. The Board will take a look at the color and decide what action, if any, they would like to take.

**d. Hydrilla Control**

The Board received the copies of the permits and safety data specifications. The Board discussed some of the stipulations of the permit from Maryland Department of the Environment. Mr. Siefert will ask about the stipulation that the water cannot be going into Little Seneca Lake below its water level for a certain amount of time after the application (1-2 weeks).

**e. CPJ – Amethyst Maintenance Plan**

The Board reviewed the maintenance plan for the Amethyst Stream supplied by CPJ. This maintenance will need to be added to the Maintenance List.

**f. Financials**

The Board reviewed the financials for the month ending January 31, 2019. Mr. Seifert and Mr. Talmage answered some questions regarding funds paid to CPJ for design engineering and also for applying for CEV stream project grants. It was suggested that Mr. Siefert and Ms. Fickling sit down and go through the CEV process and funding step by step with all relevant documentation.

**g. Operating Checklist/Pending Projects**

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

**III. Old Business**

**a. Water Quality Study**

Mr. Knowland would like to have the Association hire someone to look back at all of the water quality reports and analyze them for comparison, trends, etc... before we do the next Water Quality Study. Mr. Talmage suggested that we look for someone fresh out of the National Academy of Science. Mr. Knowland asked about the gentleman that is doing the Hydrilla Control. Mr. Siefert will look into this further.

**IV. New Business**

**a. Reserve Study**

The responsibility of the outflow pipe needs to be figured out before the next reserve study can be prepared. Mr. Siefert will follow up regarding the attorney with the status of this.

**V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, March 27, 2019 at 7:30 p.m. at the Waters Landing Community Center. Carl from Morgan Stanley will be in attendance at the March meeting. Elaine Ziemke, CFO of the Management Group Associates, will be in attendance at the March meeting.

**VI. Adjournment**

Motion: To adjourn the February 27, 2019 Board meeting at 9:02 pm. Knowland/Leavitt. 7/0/0. Talmage, Fickling, Pustlenik, Leavitt, Knowland, Jones-Butler and Jones for. Motion passed.

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**Motion List**  
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1. Motion: To accept the January 30, 2019 meeting minutes as revised. Knowland/Pustelnik. 6/0/1. Talmage, Fickling, Pustelnik, Butler-Jones, Knowland and Leavitt for. Jones abstained. Motion passed.
2. Motion: To adjourn the February 27, 2019 Board meeting at 9:02 pm. Knowland/Leavitt. 7/0/0. Talmage, Fickling, Pustlenik, Leavitt, Knowland, Jones-Butler and Jones for. Motion passed.