

**Churchill Community Foundation
Board Meeting Minutes
March 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 March 27, 2019.

Present:

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

Others Present:

Alan Siefert, Management Agent,
Karelyn Donahue, Recording Secretary
Elaine Ziemke, TMGA
Stephanie Williams
Joey Chambers

Not Present:

Anita Pustelnik

I. Call to Order

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

II. TMGA Financials

Elaine Ziemke of the Management Group Associates was in attendance to give instruction on reading the monthly financials with the Board members and to answer any questions. The Board reviewed the financials for the month ending February 28, 2019 with Ms. Ziemke.

III. Management Report

a. Meeting Minutes

The Board reviewed the February 27, 2019 meeting minutes and made revisions.

Motion: To accept the February 27, 2019 meeting minutes as revised. Knowland/Butler-Jones. 6/0/0. Talmage, Fickling, Butler-Jones, Knowland, Jones and Leavitt for. Motion passed.

b. 2019 Annual Meeting

The 2019 Annual Meeting is to be held on Tuesday, April 16, 2019 with the rescheduled meeting slated for May 29, 2019. There are three seats up for election with four candidates.

c. Water Quality Reports

The Board discussed hiring Kylan Foster, an intern at the National Academy of Science to condense the previous Water Quality Studies.

Motion: To accept the proposal from Kylan Foster to condense the previous Water Quality Studies into one reader-friendly report including but not limited to comparison charts and spreadsheets at a cost not to exceed \$800.

Knowland/Eric Leavitt. 6/0/0. Talmage, Fickling, Butler-Jones, Knowland, Jones and Leavitt for. Motion passed.

d. Tree-mendous Maryland

Mr. Siefert had ordered a combination of 12 trees and shrubs. They should be delivered mid-April and Mainscapes will install.

e. Father Hurley Sinkhole

Mr. Siefert gave an update on the sinkhole repair project. The County pipe replacement is apparently finished; however, there is additional run-off going straight into the stream. He called the sediment control representative from Montgomery County and met with him on March 27th and showed him the issues. The inspector agreed that silt fencing would need to be installed on both sides of the path and that the path would be completed within the next two weeks. On the other side of Father Hurley, the concrete apron at the culvert entrance was replaced with stone. The inspector will be out again the week after the Board meeting to check on the progress.

f. Dam Ownership/Maintenance Responsibility

Mr. Siefert reported that the Foundation's attorney, Jeremy Tucker, discovered that the Foundation likely owns less of the dam than originally presumed. The attorney needs to pull the easements and to do some further research.

g. Operating Checklist/Pending Projects

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

IV. Old Business

a. CEV Stream

CPJ tried to file for the Sediment Control permit, but it was denied because the fee had increased by ~\$65. A new check was issued and the old one was voided.

V. New Business

a. Lake Trash

It was noted that the trash rack needed to be cleaned out and that there was a table in lake. Mr. Siefert stated that these would be taken care of within the next few days.

VI. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, April 24, 2019 at 7:30 p.m. at the Waters Landing Community Center.

VI. Adjournment

Motion: To adjourn the March 27, 2019 Board meeting at 9:10 pm.
Knowland/Leavitt. 6/0/0. Talmage, Fickling, Leavitt, Knowland, Jones-Butler and Jones for. Motion passed.

Churchill Community Foundation (CCF)
Motion List
March 27, 2019

1. Motion: To accept the February 27, 2019 meeting minutes as revised.
Knowland/Butler-Jones. 6/0/0. Talmage, Fickling, Butler-Jones, Knowland and Leavitt for. Jones abstained. Motion passed.

2. Motion: To accept the proposal from Kylan Foster to condense the previous Water Quality Studies into one reader-friendly report including but not limited to comparison charts and spreadsheets at a cost not to exceed \$800.
Knowland/Eric Leavitt. 6/0/0. Talmage, Fickling, Butler-Jones, Knowland, Jones and Leavitt for. Motion passed.

3. Motion: To adjourn the March 27, 2019 Board meeting at 9:10 pm.
Knowland/Leavitt. 6/0/0. Talmage, Fickling, Leavitt, Knowland, Jones-Butler and Jones for. Motion passed.