

**Churchill Community Foundation  
Board Meeting Minutes  
March 25, 2020**

The Board of Directors of the Churchill Community Foundation (CCF) met for the regularly scheduled monthly meeting via web-conference on March 25, 2020.

**Present:**

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

**Others Present:**

Alan Siefert, Management Agent  
Karelyn Donahue, Recording Secretary

**Not Present:**

Jennifer Jones

**I. Call to Order**

Mr. Talmage called the meeting to order at 7:35 p.m.

**II. Management Report**

**a. Meeting Minutes**

The Board reviewed the February 26, 2020 meeting minutes.

Motion: To accept the February 26, 2020 meeting minutes as presented. Leavitt/Knowland. 4/0/2. Talmage, Fickling, Chambers and Leavitt for with Jones-Butler and Knowland abstaining. Motion passed.

**b. Churchill Village South Meadow Bridge**

The Board discussed the options for the replacement of the CVS Meadow Bridge, mainly whether to build the handrails ourselves or to get them pre-fab. It was decided it might be best to get them directly from the manufacturer. Mr. Siefert will look at the options (styles, costs, etc....) for handrails with the manufacturer. It was decided to increase the budget as the handrails were not included in original motion.

Motion: To amend Motion #5 at the previous meeting from \$25,000 to \$35,000 to include the bridge and the additional costs for the handrails. 6/0/0. Talmage, Fickling, Chambers, Leavitt, Jones-Butler and Knowland for. Motion passed.

Three bids went out this past week for the installation of the bridge now that the permit has been received. These will be provided to the Board via email when received so that it can be voted on via email.

**c. Hydrilla Control**

The Board reviewed the proposal from Aquatic Environmental Control for 2020 hydrilla control.

Motion: To approve the proposal from Aquatic Environmental Consultants for hydrilla control at a cost of \$6,486.

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

**d. Churchill East Village Stream/Grant**

Mr. Siefert updated the Board that he has been continuously working with CPJ, Bourn Environmental and the Foundation's attorney to finalize the wording and specifics of the pending stream restoration contract. It is expected to be completed by the next Board meeting.

**a. Sinkhole Debris Reimbursement**

Mr. Siefert reported that he has not yet received a response from the County regarding reimbursement for the sinkhole debris. He will reach out one more time before involving the Foundation's attorney. Ms. Fickling raised a concern about the taxability of these funds. Mr. Siefert advised that he will check with the auditor about this.

**e. 2020 Annual Meeting**

The first attempt of the 2020 Annual Meeting is scheduled for Tuesday, April 21, 2020. The Board was in consensus that the meeting should still be held, but held outside and inform anyone who comes that, due to the situation, the meeting will be rescheduled for Wednesday, May 27, 2020.

**f. Operating Checklist/Pending Projects**

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

**III. Old Business**

**a. Paving Status of Path**

Mr. Siefert reported that the paving was pushed from the fall of last year to this spring. He was emailed that the work has been scheduled soon but did not have the exact date on hand.

#### **IV. New Business**

##### **a. Manhole**

It was asked if the Foundation cleared off the manhole off to the side of the path between 11 and 12. Mr. Siefert stated that it was not the Foundation.

##### **b. New Bridge Notifications**

The Foundation will put up signs regarding the new bridge's status to let the public know that it is being worked on. Notifications will also be put on the website and on Facebook.

##### **c. Feeding Water Fowl**

It was reported that a homeowner is once again feeding geese and ducks. The Foundation will put out "Do Not Feed Water Fowl" signs.

#### **V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, April 29, 2020 at 7:30 p.m. at the Waters Landing Community Center or via web-conference due to Maryland and CDC recommendations.

#### **VI. Adjournment**

Motion: To adjourn the March 25, 2020 Board meeting at 8:25 pm. Fickling/Jones-Butler. 6/0/0. Talmage, Fickling, Chambers, Jones-Butler, Knowland and Leavitt for. Motion passed.

**Churchill Community Foundation (CCF)**  
**Motion List**  
**March 25, 2020**

1. Motion: To accept the February 26, 2020 meeting minutes as presented.  
Leavitt/Knowland. 4/0/2.  
Talmage, Fickling, Chambers and Leavitt for with Jones-Butler and Knowland abstaining. Motion passed.
2. Motion: To amend Motion #5 at the previous meeting from \$25,000 to \$35,000 to include the bridge and the additional costs for the handrails. 6/0/0.  
Talmage, Fickling, Chambers, Leavitt, Jones-Butler and Knowland for. Motion passed.
3. Motion: To approve the proposal from Aquatic Environmental Consultants for hydrilla control at a cost of \$6,486.  
Leavitt/Knowland. 6/0/0. Talmage, Fickling, Chambers, Jones-Butler, Knowland and Leavitt for. Motion passed.
4. Motion: To adjourn the March 25, 2020 Board meeting at 8:25 pm.  
Fickling/Jones-Butler. 6/0/0. Talmage, Fickling, Chambers, Jones-Butler, Knowland and Leavitt for. Motion passed.