

**Churchill Community Foundation
Board Meeting Minutes
April 29, 2020**

The Board of Directors of the Churchill Community Foundation (CCF) met for the regularly scheduled monthly meeting via web-conference on April 29, 2020.

Present:

Daniel Talmage
Eric Leavitt
Patricia Jones-Butler (left at 8:15 pm)
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 7:34 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the March 25, 2020 meeting minutes and made revisions.

Motion: To accept the March 25, 2020 meeting minutes as amended. Knowland/Chambers. 6/0/0. Talmage, Fickling, Chambers, Knowland, Jones-Butler and Leavitt for. Motion passed.

b. 2020 Annual Meeting

The first attempt of the 2020 Annual Meeting was attempted on Tuesday, April 21, 2020. No homeowners were in attendance. The rescheduled annual meeting was originally set for Wednesday May, 27, 2020 via web-conference, but due to the new regulations put out by the CCOC, no annual meetings are permitted to be held via web-conference. Therefore, the rescheduled annual meeting has been put on hold. Mr. Siefert will let the sub-associations know of the change.

c. Churchill Village South Meadow Bridge

Mr. Siefert updated the Board regarding the abutment issues with the contractor, York Bridge Concepts. Now with the specs being determined as correct, bids from Bourn Environmental and EQR are expected for the installation of the bridge and boardwalk. These will be provided to the Board via email when received so that it can be voted on via email.

d. Churchill East Village Stream/Grant

Mr. Siefert updated the Board that the stream restoration contract with Bourn Environmental has been finalized. He also reported that the last permit for the flood plain still has not been received, most likely due to the quarantine situation. However, Bourn Environmental is ready to begin work and is slated to start on May 4, 2020. Unfortunately, they will only be able to do markings until the last permit has been received.

e. Path Repairs

Mr. Siefert reported that the paving that was pushed from last fall to this spring has not been started. Several new areas have been added to the list of repairs and the proposal has increased by \$5,000, bringing the total to \$44,000. For more cost effectiveness, the contractor suggested that a full 2” overlay be completed and a proposal for \$68,811 was provided. The Board discussed both of these options.

Motion: To accept the proposal from Finley Asphalt for the complete overlay of the asphalt path for \$68,811 in lieu of the existing contract with them for the asphalt patching that was approved on July 31, 2019.

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

This contract will include the grinding down of asphalt where needed, but will not include any base repair that may be needed; therefore, additional costs are expected. However, these repairs should be minimal.

f. Operating Checklist/Pending Projects

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

III. Old Business

a. Feeding Water Fowl

It was reported that the homeowner is still feeding the geese and ducks. The Foundation still needs to put out 2-3 “Do Not Feed Water Fowl” signs and may need to consider putting up fencing at some point if the feeding continues.

IV. New Business

a. Nesting Boxes

Mr. Knowland asked that the cleaning of the wood duck and owl nesting boxes be added to the Annual Maintenance Schedule. Also, the possibility of adding nesting

material should be researched. This should be added to be completed during the winter months.

V. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, May 27, 2020 at 7:30 p.m. at the Waters Landing Community Center or via web-conferencing depending on then current Maryland and CDC recommendations.

VI. Adjournment

Motion: To adjourn the April 29, 2020 Board meeting at 8:20 pm.
Knowland/Chambers. 5/0/0. Talmage, Fickling, Chambers, Knowland and Leavitt for.
Motion passed.

Churchill Community Foundation (CCF)
Motion List
April 29, 2020

1. Motion: To accept the March 25, 2020 meeting minutes as amended.
Knowland/Chambers. 6/0/0. Talmage, Fickling, Chambers, Knowland, Jones-Butler and Leavitt for. Motion passed.
2. Motion: To accept the proposal from Findlay Asphalt for the complete overlay of the asphalt path for \$68,811 in lieu of the existing contract with them for the asphalt patching that was approved on July 31, 2019.
Leavitt/Jones-Butler. 6/0/0. Talmage, Fickling, Chambers, Knowland, Jones-Butler and Leavitt for. Motion passed.
3. Motion: To adjourn the April 29, 2020 Board meeting at 8:20 pm.
Knowland/Chambers. 5/0/0. Talmage, Fickling, Chambers, Knowland and Leavitt for. Motion passed.