

**Churchill Community Foundation  
Board Meeting Minutes  
July 28, 2021  
Via Zoom Video Conference**

The Board of Directors of the Churchill Community Foundation (CCF) met for the regularly scheduled monthly meeting via web-conference on July 28, 2021.

**Present:**

Daniel Talmage  
Amy Fickling  
Patricia Jones-Butler  
Will Knowland  
Eric Leavitt (arr. 8:05 p.m.)

**Others Present:**

Alan Siefert, Management Agent  
Gabby Myers, KCI  
Mary Childers

**Not Present:**

Jennifer Jones  
Joey Chambers

**I. Call to Order**

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

**II. Homeowner Forum**

Mary Childers asked to put in some yard signs and to tie golden ribbons around some trees around the lake for Childhood Cancer Awareness during the month of September. As the Foundation does not own all the property that borders the lake, the Board suggested that she contact the other Associations that border and ask for their permission. The Board was in consensus, that if she obtains their permission, then they would be fine with the ribbons on the Foundation's trees. Ms. Childers stated that she would be responsible for taking the ribbons and signs down and to make sure no items are disposed of in the lake.

**III. Management Report**

**a. Meeting Minutes**

The Board reviewed the June 30, 2021 meeting minutes and made revisions.

Motion: To accept the June 30, 2021 meeting minutes as amended.  
Fickling/Jones-Butler. 3/0/1. Talmage, Fickling, and Jones-Butler for. Knowland abstained. Motion passed.

**b. Esprit Stream**

Gabby Myers of KCI Technologies attended the meeting to share her concept plans for the Esprit stream restoration and allowed the Board and Mr. Siefert to ask questions. She will provide the Board PDF files of what she shared tonight so the Board can take their time and review the plans further. The Board can then discuss at the August meeting if the application and plans are ready for submittal to DNR.

*Note: Eric Leavitt joined the meeting at 8:05 p.m.*

**c. Reserve Study**

Mr. Siefert received three bids to complete the Reserve Study from Global Solutions Partners, Miller Dodson Associates, and Reserve Advisors. Mr. Siefert recommends Reserve Advisors as they are local and are available for meetings onsite.

Motion: To accept the proposal from Reserve Advisors to perform the Reserve Study for the Foundation for a cost of \$2,450.

Knowland/Jones-Butler. 5/0/0. Talmage, Fickling, Jones-Butler, Knowland and Leavitt for. Motion passed.

The Board requested to have this study completed in November.

**d. Water Quality Summary Study**

Mr. Siefert reported that Princeton Hydro did not submit a scaled back proposal as requested. Mr. Siefert will follow up with them on the status and seek at least one additional bid.

Motion: To authorize Mr. Siefert to continue to seek additional bids for the water quality study and to approve a cost for the study not to exceed \$9,250.

Knowland/Jones-Butler. 5/0/0. Talmage, Fickling, Jones-Butler, Knowland and Leavitt for. Motion passed.

**e. 2022 Budget**

Mr. Siefert reported that this year should end in an excess and 2022 should end the same. He asked the Board if they are interested in increasing assessments due to the new Maryland legislation regarding the amount required to be in the reserve account. The last time the assessment was raised was in 2019 (\$.25/mo.). The Board was in the majority to not raise assessments for 2022.

**f. Lakeview Bridge**

Last month, the Board approved an amount not to exceed \$5,000 for the repair of the beams and the boards for the Lakeview bridge to remove the bounce. Unfortunately, the bid from Gardener's, Inc came in at \$7,670. Mr. Siefert has requested additional bids from three other contractors

Motion: To amend the previous motion to accept a proposal for the Lakeview bridge repair not to exceed \$5,000 to an amount not to exceed \$7,670 with the understanding that the lowest bid will be accepted.

Leavitt/Knowland. 5/0/0. Talmage, Fickling, Jones-Butler, Leavitt, and Knowland for. Motion passed.

**g. Operating Checklist/Pending Projects**

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

**IV. Old Business**

**a. Mowing**

Mr. Talmage mentioned that the mowing around the guardrail on the opposite side of the road is not getting mowed consistently. Mr. Siefert will follow up with the lawn contractor.

**b. Graffiti Removal**

Mr. Talmage inquired about the status of the graffiti removal. Mr. Siefert will follow up with the contractor.

**c. Path Posts**

Mr. Knowland asked about the status of post #4. Mr. Siefert stated that should be put back very soon and that other posts have been renumbered.

**d. Pokeweed**

Mr. Talmage mentioned that there is still pokeweed around and that it needs to be cut. Mr. Siefert will follow up with the lawn contractor.

**e. Hydrilla Treatments**

Ms. Jones-Butler asked about how the hydrilla treatments went. Mr. Siefert stated that he was to obtain notes/feedback from the contractor, and he did not. He will follow up with the contractor and send an email to the Board with an update.

**V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, August 25, 2021, at 7:30 p.m. at the Waters Landing Community Center or via web-conferencing depending on the current Maryland and CDC recommendations.

**VI. Adjournment**

Motion: To adjourn the July 28, 2021, Board meeting at 8:55 pm.

Knowland/Leavitt. 5/0/0. Talmage, Fickling, Leavitt, Jones-Butler, and Knowland for.

Motion passed.

**Churchill Community Foundation (CCF)**  
**Motion List**  
**July 28, 2021**

1. Motion: To accept the June 30, 2021, meeting minutes as amended. Fickling/Jones-Butler. 3/0/1. Talmage, Fickling, and Jones-Butler for. Knowland abstained. Motion passed.
2. Motion: To accept the proposal from Reserve Advisors to perform the Reserve Study for the Foundation for a cost of \$2,450. Knowland/Jones-Butler. 5/0/0. Talmage, Fickling, Jones-Butler, Knowland and Leavitt for. Motion passed.
3. Motion: To authorize Mr. Siefert to continue to seek additional bids for the water quality study and to approve a cost for the study not to exceed \$9,250. Knowland/Jones-Butler. 5/0/0. Talmage, Fickling, Jones-Butler, Knowland and Leavitt for. Motion passed.
4. Motion: To amend the previous motion to accept a proposal for the Lakeview bridge repair not to exceed \$5,000 to an increased amount not to exceed \$7,670 with the understanding that the lowest bid will be accepted. Leavitt/Knowland. 5/0/0. Talmage, Fickling, Jones-Butler, Leavitt, and Knowland for. Motion passed.
5. Motion: To adjourn the July 28, 2021, Board meeting at 9:55 pm. Knowland/Leavitt. 5/0/0. Talmage, Fickling, Leavitt, Jones-Butler, and Knowland for. Motion passed.