

**Churchill Community Foundation
Board Meeting Minutes
September 29, 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 September 29, 2021.

Present:

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

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, TMGA

Not Present:

Jennifer Jones
Joey Chambers

I. Call to Order

Mr. Talmage called the meeting to order at 7:33 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the August 25, 2021, meeting minutes and made revisions.

Motion: To accept the August 25, 2021, meeting minutes as amended. Fickling/Knowland. 4/0/1. Talmage, Fickling, Leavitt, and Jones-Butler for. Knowland abstained. Motion passed.

b. 2022 Budget

Motion: To accept the 2022 operating budget as presented. Knowland/Leavitt. 5/0/0. Talmage, Fickling, Leavitt, Jones-Butler and Knowland for. Motion passed.

c. Tree-Mendous

Mr. Siefert provided a list of trees available through the Tree-Mendous program. The Board suggested a few areas where trees are needed. Mr. Siefert will order a variety of trees/plants for these areas (swamp milkweed, swamp azalea, blue iris, witch hazel, bald, cypress...) for a cost to be ~\$600, which would include installation.

d. Stream Projects

Mr. Siefert updated the Board on the stream projects. He reported that Gaby at KCI submitted her final monitoring report for the Amethyst Stream which completes that project. He also reported that the start of the three years of monitoring for the Churchill East Stream is overdue and that the final payment of the grant was received at Potomac Conservancy who will be wiring it to TMGA.

e. CEV Stream Re-Opening Ceremony

The path work has still not yet been completed. Mr. Siefert will be following up with Finley as to when it will be completed, so a date can be chosen for the re-opening ceremony. Mr. Siefert will keep the Board updated via email on this item.

f. Storm Drain Grates

Mr. Siefert and Mr. Talmage will be attending the Churchill Village-South meeting on October 13, 2021, to discuss the installing of storm drain inlets in their community. Their Board is stating that the roads are County roads and should not fall under the HOA's responsibility. Mr. Siefert will follow up with the County ahead of their meeting.

g. Reserve Study

Mr. Siefert updated the Board that he met onsite with the Field Engineer from Reserve Advisors. He confirmed that draft of the Reserve Analysis report would be completed for the October Board meeting.

h. Operating Checklist/Pending Projects

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

III. Old Business

a. Fencing

Mr. Knowland asked about the removal of fencing around the Hemlock and other trees. Mr. Siefert believed that several have already been removed and the loose ones picked up.

b. Lakeview Bridge

Mr. Siefert reported that the bridge was successfully repaired as the bounce is significantly reduced. There was some discussion as to where the invoice should be paid from. The Board was in consensus to pay from the operating account.

IV. New Business

a. Board Meeting

The Board was in consensus to combine the November and December meetings and hold it on Wednesday, December 1, 2021. Mr. Siefert will ask the sub-Associations to include this in their budget mailings.

b. Benches

The Board was in agreement to replace some old benches and to also have some more benches added around the lake. Mr. Siefert will get pricing on for at least two new or recycled benches.

V. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, October 27, 2021, at 7:30 p.m. via web-conferencing.

VI. Adjournment

Motion: To adjourn the September 29, 2021, Board meeting at 8:29 pm. Knowland/Jones-Butler. 5/0/0. Talmage, Fickling, Leavitt, Jones-Butler and Knowland for. Motion passed.

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Motion List
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2. Motion: To accept the 2022 operating budget as presented. Knowland/Leavitt. 5/0/0. Talmage, Fickling, Leavitt, Jones-Butler and Knowland for. Motion passed.
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