

**Churchill Community Foundation  
Board Meeting Minutes  
December 1, 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 December 1, 2021.

**Present:**

Daniel Talmage  
Amy Fickling  
Patricia Jones-Butler  
Will Knowland  
Eric Leavitt  
Jennifer Jones (arr. 7:40 p.m.)  
Joey Chambers

**Others Present:**

Alan Siefert, Management Agent  
Karelyn Donahue, TMGA

**Not Present:**

N/A

**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 October 27, 2021, meeting minutes and made revisions.

Motion: To accept the October 27, 2021, meeting minutes as amended.  
Fickling/Leavitt. 6/0/1. Talmage, Fickling, Leavitt, Chambers, Knowland, and Jones-Butler for. Jones abstained. Motion passed.

**b. Reserve Analysis**

The draft Reserve Analysis Report that was completed by Reserve Advisors was reviewed. The Board requested some edits regarding a few time frames on replacements and the removal of some pictures of items that are not the Foundation's responsibility.

Motion: To accept the Reserve Analysis Report submitted by Reserve Advisors with the changes discussed by the Foundation's Board members.  
Knowland/Jones. 7/0/0. Talmage, Fickling, Leavitt, Chambers, Knowland, Jones, and Jones-Butler for. Motion passed.

**c. Water Quality Report**

Mr. Siefert forward the suggested revisions and some questions regarding the Water Quality Report to Princeton Hydro. Mr. Knowland stated their answers were vague; however, they were sufficient enough for the Foundation's purpose and confirmed that the Foundation's basic strategy is appropriate.

**d. Esprit Stream**

Mr. Siefert reported that the application for the engineering grant for \$147,727 was submitted today, December 1, 2021. He will check with Gaby Myers of KCI on when this grant is expected to be awarded. The next application to be completed is the construction grant in late 2022/early 2023.

**e. Aeration**

Mr. Siefert asked both KCI and GKY whether or not the aeration of Lake Churchill would be beneficial. This item was tabled as he had not heard back yet.

**f. Benches**

The Board discussed some options that Mr. Siefert had provided for some new benches. The Board decided they liked the benches at the County Fairgrounds (composite material on pebbled concrete). Mr. Siefert will obtain pricing for two and for five benches.

**g. Excess Funds**

Mr. Siefert explained that, if any excess shows on the books, it will be considered profit and, therefore, taxable at the corporate rate if the Foundation does not either dedicate the funds to reserves or transfer them to offset 2022 operating expenses.

Motion: To transfer any potential 2021 excess operating funds to offset 2022 operating expenses.

Knowland/Jones-Butler. 7/0/0. Talmage, Chambers, Leavitt, Jones-Butler, Jones, Jones-Butler and Fickling for. Motion passed.

**h. 2020 Audit**

The auditor was asking for some documentation for some items that were questioned. Once provided by TMGA, the changes will be made to the audit.

Motion: To accept the 2020 draft audit with the discussed changes.

Knowland/Leavitt. 6/0/1. Talmage, Chambers, Leavitt, Jones-Butler, Jones, and Jones-Butler for. Fickling abstained. Motion passed.

**i. Operating Checklist/Pending Projects**

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

**III. Old Business**

**a. Shopping Carts/Bikes/Patrol**

The Board brought to Mr. Siefert's attention abandoned bikes and shopping carts around the lake. He stated that he had already taken care of one cart and asked that the member take a picture of the cart and detailed area where it is. The Board also noted that there has been an increase in activity (i.e. pot smoking, neighborhood theft) in recent months. Mr. Siefert will ask the County for more police presence around the lake.

**b. Duck and Owl Houses**

Mr. Knowland noted that the annual clean up of the duck and owl houses still needs to be completed. Mr. Siefert stated that they should have been taken care of and will check on the status.

**IV. New Business**

**a. Bonus**

Motion: To approve a \$2,500 net bonus plus fees and taxes for Mr. Siefert. Leavitt/Chambers. 7/0/0. Jones made a friendly amendment to increase the amount to \$3,000 net. The amendment was accepted by Leavitt and Chambers. Talmage, Fickling, Chambers, Knowland, Jones, Jones-Butler and Leavitt for. Motion passed.

**V. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, January 26, 2022, at 7:30 p.m. via web-conferencing.

**VI. Adjournment**

Motion: To adjourn the December 1, 2021, Board meeting at 8:46 pm. Knowland/Chambers. 7/0/0. Talmage, Fickling, Leavitt, Chambers, Knowland, Jones, and Jones-Butler for. Motion passed.

**Churchill Community Foundation (CCF)  
Motion List**

1. Motion: To accept the October 27, 2021, meeting minutes as amended. Fickling/Leavitt. 6/0/1. Talmage, Fickling, Leavitt, Chambers, Knowland, and Jones-Butler for. Jones abstained. Motion passed.
2. Motion: To transfer any potential 2021 excess operating funds to offset 2022 operating expenses. Knowland/Jones-Butler. 7/0/0. Talmage, Chambers, Leavitt, Jones-Butler, Jones, Jones-Butler and Fickling for. Motion passed.
3. Motion: To accept the 2020 draft audit with the discussed changes. Knowland/Leavitt. 6/0/1. Talmage, Chambers, Leavitt, Jones-Butler, Jones, and Jones-Butler for. Fickling abstained. Motion passed.
4. Motion: To approve a \$2,500 net bonus plus fees and taxes for Mr. Siefert. Leavitt/Chambers. 7/0/0. Jones made a friendly amendment to increase the amount to \$3,000 net. The amendment was accepted by Leavitt and Chambers. Talmage, Fickling, Chambers, Knowland, Jones, Jones-Butler and Leavitt for. Motion passed.
5. Motion: To adjourn the December 1, 2021, Board meeting at 8:46 pm. Knowland/Chambers. 7/0/0. Talmage, Fickling, Leavitt, Chambers, Knowland, Jones, and Jones-Butler for. Motion passed.