

**Churchill Community Foundation
Board Meeting Minutes
October 27, 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 October 27, 2021.

Present:

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

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, TMGA
Sarah Austin

Not Present:

N/A

I. Call to Order

Mr. Talmage called the meeting to order at 7:31 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the September 29, 2021, meeting minutes and made revisions.

Motion: To accept the September 29, 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 was received and forwarded to the Board. This item was tabled until the next meeting, so the Board has time to review.

c. Water Quality Report

The draft Water Quality Report was received and forwarded to the Board. The Board discussed that there were some errors and/or items missed in the report. Board members will review and get some suggested revisions to Mr. Siefert to forward on to Princeton Hydro.

Motion: To accept the Water Quality Report submitted by Princeton Hydro with possible revisions forthcoming by the Foundation's Board members.

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

d. TMGA Contract

Motion: To accept the proposed management contract with The Management Group Associates for 2022 with an automatic annual renewal with a built-in increase of 2% or the annual CPI, whichever is greater. The contract is approved as long as a cap of 5% can be placed on the CPI.

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

e. CEV Stream Project / Re-Opening Ceremony

The path was finally completed the last week of October. Bourne still needs to reseed upstream of the lower bridge as the first attempt did not take very well. Mr. Siefert reported that the final installment of the grant (~200K) had been received. The re-opening ceremony be postponed until the spring.

f. Churchill Senior Housing

The Board discussed the notice of public meeting regarding Phases 3 and 4 of Churchill Senior Living and the impacts that this project will have on the lake and surrounding communities. Some concerns include what is actually going to be built, where exactly is it being built, the height of the proposed building(s) and the amount of the increased flow into the lake.

g. Operating Checklist/Pending Projects

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

III. Old Business

a. Storm Drain Grates

Mr. Siefert and Mr. Talmage attended the Churchill Village-South meeting on October 13, 2021, to discuss the installing of storm drain inlets in their community. Mr. Talmage showed the video regarding trash. Their Board stated that they will look at the grates and do an inventory.

b. Duck and Owl Houses

Mr. Knowland noted that the annual clean up of the duck and owl houses needs to be completed. Mr. Siefert had submitted a work order and will check on the status.

c. Hemlock Trees

Mr. Knowland noted that the Hemlocks are still caged in and need to have the fencing removed. Mr. Siefert had submitted a work order and will check on the status.

d. Tree-Mendous Status

Mr. Siefert informed the Board that there has been a delivery issue with the order, and it has been cancelled. He will look into other options for end of season sales on trees.

e. Esprit Stream Engineering Grant

Mr. Siefert will get the draft of the engineering grant for Esprit Stream to the Board once received for review. Any suggested edits should be forwarded to Mr. Siefert so he can relay to the engineer.

IV. New Business

a. Issues Around the Lake

A few issues noted were around the lake that Mr. Siefert will look into: cracks in the path, pokeweed growing in various places, and a heavy branch that fell onto the path and left an imprint.

b. Waters Landing Sitting Area

Mr. Leavitt noted that the sitting area in Waters Landing needs to be addressed. There are holes in the wood. The Board will take time over the winter to come up with some ideas.

V. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, December 1, 2021, at 7:30 p.m. via web-conferencing.

VI. Adjournment

Motion: To adjourn the October 27, 2021, Board meeting at 8:45 pm.

Knowland/Jones-Butler. 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 September 29, 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 accept the proposed management contract with The Management Group Associates for 2022 with an automatic annual renewal with a built-in increase of 2% or the annual CPI, whichever is greater. The contract is approved as long as a cap of 5% can be placed on the CPI. Knowland/Jones-Butler. 7/0/0. Talmage, Fickling, Leavitt, Chambers, Knowland, Jones, and Jones-Butler for. Motion passed.

3. Motion: To adjourn the October 27, 2021, Board meeting at 8:45 pm. Knowland/Jones-Butler. 7/0/0. Talmage, Fickling, Leavitt, Chambers, Knowland, Jones, and Jones-Butler for. Motion passed.