

**Churchill Community Foundation
Board Meeting Minutes
October 26, 2022
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 26, 2022.

Present:

Daniel Talmage
Amy Fickling
Joey Chambers
Eric Leavitt
Patricia Jones-Butler
Kathleen Summers

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, TMGA

Not Present:

Will Knowland

I. Call to Order

Mr. Talmage called the meeting to order at 7:32 p.m.

II. Management Report

a. Meeting Minutes

The Board reviewed the September 28, 2022, meeting minutes and made revisions.

Motion: To accept the September 28, 2022 meeting minutes as amended.

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

b. 2023 Operating Budget

Mr. Siefert noted that he had not received any comments from any of the Sub Associations regarding the 2023 budget.

Motion: To accept the 2023 operating budget as presented.

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

c. 2021 Audit

The Board reviewed the draft audit for the year ended December 31, 2021 as prepared by Strauss & Associates. The Board asked that the cover letter be changed to include the fact that the Foundation has already adhered to the new legislation regarding its reserves.

The Board also noted that they would like to meet with the insurance agent in November to ensure that the Foundation is properly insured.

d. Tree/Seedlings

Mr. Siefert informed the Board that he had ordered several varieties of trees through the Tree-Mendous Program that will be ready for planting in November. Mr. Siefert also noted that he ordered 125 seedlings from the State of Maryland Forestry Service.

The Board discussed which areas to plant the trees.

e. Submerged Plantings

Mr. Siefert updated the Board that he is still working on finding submerged aquatic plants and the best time to install them. It was suggested to check with Kenilworth Park & Aquatic Gardens for plant vendors to use.

g. Churchill East Stream Events

Mr. Siefert informed the Board that Chesapeake Bay Authority is scheduled to visit the Churchill East stream on December 1st or 2nd.

Mr. Siefert and Mr. Leavitt will be attending the award presentation for the Churchill East stream in Baltimore on November 17, 2022.

h. Operating Checklist/Pending Projects

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

i. Financials

The Board reviewed the financials for the month ending September 30, 2022. Mr. Siefert is still working on obtaining the treasury bond.

III. Old Business

IV. New Business

a. Trail Traffic Concerns

The Board discussed the speeding issues with bikes and electric vehicles (scooters and bikes) on the trail. Some ideas included managing the times that they are allowed or posting signs. The Board asked to put some wording in the next mailing and put on the message boards, especially that pedestrians and handicapped persons have the right of way. The Board members will give it some more thought for discussion at the next meeting.

b. Weir Replacement

Mr. Leavitt asked about the weir replacement. It was listed as \$28K in the audit and what not sure what was incorporated in that price. Mr. Siefert believed that that was not the entire weir, but not actually sure what part it was referring to, possibly just the maintenance of the weir. He will pull the full report and include it in the next management report.

V. Next Meeting

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

VI. Adjournment

Motion: To adjourn the October 26, 2022 Board meeting at 8:19 pm.

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

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

1. Motion: To accept the September 28, 2022 meeting minutes as amended. Leavitt/Chambers. 6/0/0. Talmage, Fickling, Chambers, Jones-Butler, Leavitt, and Summers for. Motion passed.
2. Motion: To accept the 2023 operating budget as presented. Chambers/Leavitt. 6/0/0. Talmage, Fickling, Chambers, Jones-Butler, Leavitt, and Summers for. Motion passed.
3. Motion: To adjourn the October 26, 2022 Board meeting at 8:19 pm. Jones-Butler/Summers. 6/0/0. Talmage, Fickling, Chambers, Jones-Butler, Leavitt, and Summers for. Motion passed.