

**Churchill Community Foundation
Board Meeting Minutes
February 22, 2023
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 February 22, 2023.

Present:

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

Others Present:

Alan Siefert, Management Agent
Karelyn Donahue, TMGA
Kate Allen, JGS Insurance

Not Present:

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 January 25, 2023, meeting minutes and made revisions.

Motion: To accept the January 25, 2023 meeting minutes as amended.

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

b. Insurance Agent Attendance

Kate Allen, insurance agent with JGS Insurance, attended the meeting to discuss the Foundation's policies that are due for renewal on May 20, 2023. She noted that there are no major increases this year. The only notable increase is the umbrella policy that may see an increase up to 30%. She suggested lowering the limit from 15M to 10M to keep the premium lower.

Mr. Siefert will get information from the reserve study for the weir and underwater pipes and forward it to JGS. Mr. Siefert will also get the actual numbers for the newly installed benches so they can be added as well. JGS will have the renewals to Mr. Siefert by mid-March.

c. Annual Meeting

Mr. Leavitt and Mr. Talmage's positions are up for election this year. The Annual Meeting is scheduled for Tuesday, April 18, 2023 at 7:30 p.m. at Waters Landing Community Center and via Zoom. The Board would also like to hold the meetings on April 26th and May 31st in person and via Zoom. Mr. Talmage and Mr. Siefert will work out the details for the hybrid meetings.

d. Tree Work along Path

Mr. Siefert updated the Board that he will follow up with Patrick Musser Tree Service to make sure they will be coming back to trim trees this spring.

e. Operating Checklist/Pending Projects

The Board reviewed the operating checklist and pending projects with Mr. Siefert. The Board reminded Mr. Siefert that the ornamental grasses need to be cut at the weir.

f. Financials

The Board reviewed the financials for the months ending November 30, 2022 and December 31, 2022. Mr. Talmage asked about the storage fee expense. Mr. Siefert said that it was an annual charge for record storage.

III. Old Business

a. Tree Wrapping

Mr. Talmage asked about the status of the wrapping of the trees and the securing/adding of the fencing. Mr. Siefert will have MainScapes take care of this.

b. Divers

Mr. Siefert informed the Board that he is still working on finding a diver to inspect the pipes on the Lake Churchill side of the weir as well as inspecting the pipes that run between the lakes.

IV. New Business

a. Miscellaneous Items

Several issues around the lake were brought up that Mr. Siefert will look into:

- Increase Trash Pick-up - Mr. Siefert stated that Mainscapes is scheduled to start picking up trash on 3/15 but will confirm.
- Cracks in Path between posts 13 and 10 - Might need to be resealed.
- Wineberry Bushes – These need to be backed up a few feet off the path.
- The rust coloration/sheen on top of water near the bouncy bridge.

b. Water Quality Study

It was confirmed that the water quality study needs to be completed by Princeton Hydro this year.

c. Next Meeting

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, March 29, 2023, at 7:30 p.m. via web-conferencing.

VI. Adjournment

Motion: To adjourn the February 22, 2023 Board meeting at 8:23 pm.

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

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Motion List**

1. Motion: To accept the January 25, 2023 meeting minutes as amended.
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Jones-Butler, and Leavitt for. Motion passed.
2. Motion: To adjourn the February 22, 2023 Board meeting at 8:23 pm.
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