

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING MINUTES

April 27, 2017

CCCCF Mission Statement: The CCCCCF, Inc., is a non-profit 501 C (3) entity, whose purpose is to award grants to groups and organizations that establish programs, research, or initiatives that promote the health or satisfy the medical needs of the residents of Citrus County, FL.

Call to Order Pres Gudis called the Board of Directors to order at 6:00pm in Room 166 of the Lecanto Government Building, Lecanto, FL.

Moment of Silence: observed

Pledge of Allegiance:

Welcome:

Attendance/Quorum:

- a. Directors present : KHinkle, SDiaz-Fonseca, DRessler, MGudis, PDesai, JWallis, and JKinnard (joined later)
- b. Legal Counsel: JRey, Esq
- c. Independent Consultant: none
- d. Public: 2 individuals
- e. Media: 1 individual
- f. Quorum: yes

Legal Notice: published document shared

Approval of Meeting Agenda: motion (KHinkle) second (PDesai) with unanimous voiced vote. Vote 6 to 0.

Public Comment: (3 minutes for an individual; 5 minutes for organization/group representation) Mike Tringali offered conversation relative to origination and mandates relative to the 80% 20% guideline for fund availability. Pres Gudis indicated Ms. Rey will review and based upon receipt of documents will report to CCCCCF, Inc. at the May, 2017 meeting.

Minutes Approval for March, 23, 2017 meeting: Motion (SDiaz) second (KHinkle) with unanimous voiced vote with correction of date entry/ typo error for future meeting. Vote 6 to 0

Treasurer's Report:

Invoices: Invoices presented for approval included: Nature Coast Web Design (100.00)m CCCH/Chronicle meeting notices (45.90), Hogan Law Firm ((4265.00), Wells Business Solutions (600), and Citrus Publishing (37.92) **Motion (SDiaz) second (JWallis) to pay invoices as presented. Unanimous voiced vote; vote 6 to 0.**

Financial Report : presented with balance prior to above invoices of \$4,203,612.23. **Motion (KHinkle) second (PDesai) with unanimous voiced approval; vote 6 to 0.**

Other: Pres Gudis offered discussion regarding current budget status. Budget amounts will be reviewed with possible changes at the May, 2017 meeting.

Unfinished / New Business:

1. Clerk of the Court Annual Audit presented by Clerk of the Court representatives. Areas of compliance with no deficiencies addressed in the Audit included: development and maintenance of the CCCCf Website, Spending documentation, Investment Status, Current bonds for officers, Conflict of interest policy and signed statements from Directors, and indication of Sunshine Law training review by legal counsel. Overall, no violation of compliance for Oct 15 to Sept 16.
2. Director Ressler offered and announced resignation from the CCCCf, Inc. including the Office of Secretary Treasurer effective June 1, 2017. Resignation accepted with discussion relative to process for replacement. Pres Gudis will notify the CCHB and request name of CCHB representative, plan for receipt of such prior to May, 2017 meeting with action expected at said meeting for Officer replacement.

Standing Committee Reports:

- a. Compensation/Personnel: no committee activity /assignment at this time
- b. Audit : no committee assignment or activity at this time
- c. Investment: CCCCf/AndCo /Investment Policy Update: Director Tito unable to attend this meeting. Director Ressler, member of committee presented review summary of Investment Committee held on April 21. This review included :
 - 1- Seek clarification of the 80%/ 20% activity of funds
Committee suggests a different allocation method , such as 4% of total portfolio
 - 2- Expansion of the definition of income to total return as outlined in FS 617.2014
Committee suggests inclusion of capital use as part of the total income
 - 3- How will the CCCCf Master Investment Policy be enacted
 - 4- How will gifts, donations, and endowments be handled; included or excluded from the 80/20 guideline; included / excluded from the investment portfolio
Attorney Rey will review documents relative to the above issues and provide report at the May, 2017 meeting.
- d. Grants: SDiaz reviewed the scoring matrix proposed changes for the next Grant cycle ; status of Cycle One (selection of 4 for continuation of the Grant process), answered questions relative to the process. Notified all that the Grant Cycle timeline is posted on the CCCCf, Inc. website and encouraged members to refer members of the public to review said site.

Ad Hoc Committee Reports:

- a. Bylaws Committee no report at this time
- b. Communication Committee – discussion; May, 2017 meeting will include the assignment of such committee
- c. Finance Committee- see need for budget review at May, 2017 meeting

Legal Update: Ms. Rey reported legal focus on developing Record Retention Policy Draft

Public Comment: (guidelines as listed above) expansion of discussion relative to 80/20 topic

Meeting Adjournment unanimous voiced vote at 7:15pm

Next Meeting: Board meeting: May 25. 2017, 6:00pm, LGB, Room 166

By-Laws Committee: TBD

Grants Committee: May 15,16, 17, 18 1130am to 5pm ; College Conference Room

Grants Committee: May 25, 2017 , 5:00pm, LGB, Room 166

Investment Committee: May 9, 5pm , Conference Room, FL Health Department