

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION
SPECIAL MEETING MINUTES**

April 8, 2020

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: Teleconference virtual meeting via Zoom (all votes taken by roll call) at 6:01 p.m.

Moment of Silence: Observed

Pledge of Allegiance: Led by SDiaz-Fonseca,

Welcome:

Attendance/Quorum:

- a. Directors present roll call: SDiaz-Fonseca (SDF), WDixon (WD), SWarden (SW), PFitzpatrick (PF), MMendizabal (MM), DRYan (DR)
- b. Legal Counsel: JRey
- c. Independent Consultant: No
- d. Public: 1
- e. Media: No
- f. Quorum: Yes-6

Legal Notice: Published on March 31, 2020

Approval of Meeting Agenda:

SDiaz-Fonseca presented the following changes to the agenda: (1) Change the meeting location from the Lecanto Government Center to a Teleconference virtual meeting via Zoom (2) Add "Cancellation of Grant Cycle 8" as item "g" on the agenda. Motion to approve agenda with changes by WDixon, 2nd by PFitzpatrick, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous

Public Comment: (3 minutes for an individual or for an organization/group)

No public comment

Minutes Approval:

Motion to approve the February 27, 2020 Meeting Minutes, by DRYan, 2nd by WDixon, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous

March meeting was canceled (CoVid 19)

Consent Agenda:

- a. All invoices for payment, motion to approve by WDixon, 2nd by SWarden, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous
- b. NAMI final report form, motion to approve by DRYan, 2nd by WDixon, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous
- c. Subscription to ZOOM Pro Plan to be paid monthly with Executive credit card, motion to approve by WDixon, 2nd by SWarden, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous
- d. Approval of invoice payment by SDiaz-Fonseca for insurance renewal in the amount of \$506 being that it is \$6 over her Board expenditure limit, motion by WDixon, 2nd by DRYan, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous.

- e. Approval of reimbursements for insurance payment in the amounts of \$506 for SDiaz-Fonseca and \$173 for JTSmith for insurance extension, motion by WDixon, 2nd by DRYan. vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous. Comment by TWells to correct JTSmith reimbursement from \$173 to \$176. Motion to amend reimbursement amount to \$176 payable to JTSmith by WDixon, 2nd by MMendizabal, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous.
- e. Authorizing Resolution for direct transfer of investment funds by CCHB into the new TD Ameritrade account, motion to approve by WDixon, 2nd by SWarden, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous.
- f. Approval of resolution for emergency meeting procedures, motion to approve by SWarden, 2nd by DRYan, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous.
- g. Cancellation of Grant Cycle 8 due to the challenges faced by the Emergency orders of the Governor for social distancing (CoVid 19). Motion to approve by DRYan, 2nd by WDixon, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous.

Next Meeting/s:

- a. Anticipated # of Attendees – 6 (SDF, WD, SW, PF, MM, DR)
- b. April 23, 2020 at 6pm teleconference board meeting

Investment Committee Meeting: none

Grants Committee Meeting: April 21st Zoom Teleconference at 6 pm

Personnel Committee: none

Audit Committee: none

Meeting Adjournment:

Motion to adjourn approved by WDixon, 2nd by DRYan, vote 6-0 for (SDF, WD, SW, PF, MM, DR), 0 against, vote unanimous.

Respectfully submitted by: Crystal McClure, Executive Director