

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING MINUTES-Rev. 1

April 22, 2021

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: 6:01 p.m. meeting called to order at Lecanto Government Complex, Room 166

Pledge of Allegiance: By President

Welcome: By President

Attendance/Quorum: Dave Ryan (DR), William Dixon (WD), Ernesto Rubio (ER), Leonard Calodney (LC), Sonya Warden (SW), Robert Holmes (RH), Holly Davis (HD), Debbie Ressler (DRe)

- a. Directors roll call: By C McClure
- b. Legal Counsel: Y (dial-in)
- c. Staff: Y
- d. Independent Consultants: Y
- e. Public: Y
- f. Media: N
- g. Quorum: Y - 8

Legal Notice: Published March 17, 2021

Approval of Meeting Agenda:

- a. A motion to approve the addition under New Business, item c, Revision to Fulfilling Financial Obligations Policy, to the Agenda made by WDixon, 2nd by ERubio, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.
- b. No Conflicts of Interest.

Public Comment: (3 minutes for an individual; 5 mins for an organization/group representative)

none

Minutes Approval:

- a. A motion to approve the March 25, 2021 minutes was made by HDavis, 2nd by SWarden, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.

New Business:

a. The annual engagement letter for Wells Business Solutions was presented to the Board for review and approval. Tabitha Wells approached the podium to answer any questions. Discussion ensued. WDixon made a motion to approve the flat rate of \$1200 per month as presented in the letter, a second was made by SWarden. JRey inquired if the flat rate included the 990 filing and related services each year. Tabitha Wells responded yes; the 990 fees are included in the flat rate. DRessler stated for the record she would not vote yes for the increase. Vote was 7-1 (DR,WD, ER, LC, SW, RH, HD) yay and (DRe) nay. Motion passed.

b. CMcClure noted that the follow-up to the 2018-2019 Audit was sent to CCCCf by the Clerk's Office and a response was due for three remaining items by May 7th. She reported that the Audit Committee met prior to the Board meeting and reviewed the three items. The 2019-2020 Audit will be starting soon but is running late this year.

c. CMcClure presented the Policy on Fulfilling Financial Obligations with one revision in response to the audit finding wherein a payee cannot be a signer on a check. A motion to approve the revision was made by WDixon, 2nd by ERubio, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.

Treasurer's Report:

a. A motion to accept the Treasurers Report was made by WDixon, 2nd by DRyan, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.

b. CMcClure referenced the excel chart with the invoices for authorization of payment. A motion to approve the payment of all invoices made by WDixon 2nd by HDavis, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.

c. Banking Services- none

Unfinished/Old Business:

a. DRessler reported on behalf of the CCHB that applications to fill the public seat #1 had been received and they plan to meet and decide on Monday. The position will run through 11/2022.

b. CMcClure stated that the Treasurer Pat Fitzpatrick is expected to be out on medical leave for an extended period. This would require a nomination for a new Treasurer in his absence, and likewise the Audit Chairperson (currently held on temporary assignment by Holly Davis). Discussion ensued. JRey clarified that if a nominee has not served two-years, the Board can vote for an exception. A motion to nominate HDavis as Treasurer, including the exception of her serving under two-years, made by DRyan, 2nd by RHolmes, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed. DRessler inquired if HDavis would need a bond since she is bonded through the BOCC. JRey confirmed yes that she would need a bond exclusively through the CCCCf.

Ad Hoc Committee Reports: *None currently*

Standing Committee Reports:

a. Investment Committee: WDixon reported the approximate \$400,000 gain but stated it most likely will not continue in this trend of gains. He reported that trades were made to rebalance equities as voted on at the last Board meeting in March.

b. Grant Committee: SWarden reported on Grant Cycle 10 Letter of Inquiries received:

1. Citrus County Children's Advocacy- Recommended to move forward with proposal for \$55,000.
2. Covenant Children's Home- Recommended to move forward with proposal for \$24,300.
3. COVID Pandemic Memorial- Not recommended as the program does not meet the terms of the grant.
4. North Oak Church- Recommended to move forward with proposal for \$25,000. SWarden noted the scores were updated with clarification of information that was requested and received.
5. Key Training Center- Recommended to move forward with proposal for \$160,000.

6. Joy and praise Fellowship- The Grant Committee voted 2 yays, and 2 nays. DRyan asked SWarden if she recommends this organization and she said yes. Recommended to move forward with the proposal for \$30,000.
7. Mission United- Recommended to move forward with proposal for \$20,000.
8. We Care- Not recommended because it has not been one year from receiving a grant.
9. YMCA Suncoast- Recommended to move forward with proposal for \$18,811.
10. CF Foundation- The Board recommended the applicant seek the full \$360,000 needed for program start-up (LOI only seeks \$200,00).
11. Doctor's Free Clinic- Recommended to move forward with proposal for \$23,500.
12. Mission in Citrus-Not recommended as they program does not fit the terms of the grant.

A motion to accept the recommendations made by the Grant Committee, with the addition of the North Oak Church and Joy and Praise Fellowship to move forward as recommended by SWarden and CMcClure, made by DRyan, 2nd by RHolmes, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.

c. Personnel Committee: none

d. Audit Committee:

Legal Update:

None

Public Comment:

Dr. Wallis commented on the Medical Marijuana providers in Citrus County, and stated he is included in this list.

Next Meeting/s:

Board Meeting: May 2th at 6 p.m. in the LGC, room 166 Grants

Committee Meeting: TBD

Investment Committee Meeting: TBD

Personnel Committee Meeting: TBD

Audit Committee Meeting: TBD

Meeting Adjournment:

Motion to Adjourn at 7:10 p.m. by HDavis, 2nd by WDixon, (DR,WD, ER, LC, SW, RH, HD, DRe), vote 8-0. Motion passed.