

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION  
MONTHLY MEETING MINUTES  
April 28, 2022**

**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.

**I. Call to Order- 6:01 p.m.**

**II. Welcome**

- a. Moment of Silence
- b. Pledge of Allegiance: ERubio

**III. Attendance/Quorum:**

- a. Director's roll call: WDixon, PFitzpatrick, HDavis, DRyan, SWarden, JSmith, ERubio, LCalodney, PThomas
- b. Quorum: Yes
- c. Legal Counsel: JRey (via Zoom)
- d. Staff/ Independent Consultants: CBarton

**IV. Legal Notice:** Published April 14, 2022 **(1)**

**V. Approval of Meeting Agenda:**

- a. Changes or Modifications to Agenda (if any):
- b. Poll/Disclosure of Conflicts of Interest (if any):

**JSmith brought a Motion to Approve Agenda and SWarden 2<sup>nd</sup> with the vote being 9 for and 0 against the Motion.**

**VI. Public Comment (3 minutes for an individual; 5 minutes for an organization/ group representation) None**

**VII. Consent Agenda (2)**

- a. Board of Directors Meeting Minutes March 24, 2022
- b. March 2022 Statement of Financial Position (For Acceptance)
- c. March 2022 Statement of Activities (For Approval)
- d. March 2022 Treasurer's Report (For Acceptance)
- e. March 2022 Budget v. Actual (For Acceptance)
- f. March 2022 Check Register (For Acceptance)
- g. Authorization of Payments (For Approval)

**Motion to Approve 7a-g with modifications as discussed regarding March Meeting Minutes brought by ERubio and SWarden as a 2<sup>nd</sup>.**

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The Board and JRey discussed the legalities and the ByLaws surrounding Dr. Wallis representing the Hospital Board on the CCCCCF Board.

**VIII. STAFF RECOMMENDATION:**

**IX. Unfinished**

- a. Doctor's Free Clinic Grant Request- JRey informed the board that they cannot give the Doctor's Free Clinic a new Contract; however, they can Amend the old Contract. SWarden, DRyan, HDavis, ERubio, and WDixon discussed issues in detail with JRey regarding the contract.

**SWarden brought a Motion to draft an Amended and Restated contract agreement per the discussion with JRey with a 2<sup>nd</sup> being brought by Jsmith and the vote being 9 in favor and 0 opposed.**

**X. New Business**

- a. Investment Policy Redline and Policy Review **(3)**
- b. Board Expenditure Policy Review **(4)**
- c. Conduct of Meetings, Decorum and Public Input Policy Review **(5)**
- d. Electronic Access and Transition Policy Review **(6)**
- e. Meeting Notice Policy and Procedures Review **(7)**
- f. Prohibiting Electronic Funds Transfer Policy Review **(8)**
- g. Code of Ethics Policy Review **(9)**
- h. Conflict of Interest Policy Review **(10)**
- i. Gift Acceptance Policy Review **(11)**
- j. Grant Funding Policy Review **(12)**
- k. Record Retention Management and Destruction Policy Review **(13)**

**Motion to approve the Investment Policy and Review the Policies and Procedures brought by WDixon with a 2<sup>nd</sup> by JSmith and the vote being 9 for and 0 against.**

**XI. Committee Items and Reports:**

- a. Investment Committee- TD Ameritrade Monthly Statement **(14)**

WDixon discussed the volatility of the Investment accounts. WDixon would like to take the cash and put it to use in the portfolio.

**JSmith Brought Motion to allocate the cash in the Investment Account into the Investments with a 2<sup>nd</sup> by PFitzpatrick and the vote being 9 for and 0 against.**

- b. Grants Committee- Sonya discussed Jessie's Place and making an exception for them to submit a Grant Proposal. The Board discussed that the board

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recognized that the Policy reflects the due date cutoff; however, the board thinks that due to the intracounty mail system should not have taken as long to get to the PO Box.

**JSmith brought a Motion to make an exception for Jessie's Place and allow them to submit a Grant Proposal with a 2<sup>nd</sup> by PThomas with the vote being 9 for and 0 against.**

Mission Citrus requested money for the following \_\_\_\_\_ and the Grants committee does not suggest this mostly due to them stating that they are trying to get out of the hole.

Will Power requested the following \_\_\_\_\_ and the Grants committee suggested that we move forward with allowing them to

**PThomas and LCalodney brought a Motion to accept the recommendations of the Grants Committee.**

c. Bylaws Committee

Discussed sending a letter to the Hospital Board regarding their attendee schedule. DRyan requested that CBarton request from the Hospital Board for every meeting that they inform the board who will be attending the

**XII. Legal Counsel**

**XIII. Public Comment (3 minutes for an individual; 5 minutes for an organization/group representation)**

**XIV. Next Meeting Dates:**

- a. Regular Meeting of the Board May 26, 2022
- b. Grants Committee June 9, 2022, and June 10, 2022
- c. Investment Committee July 2022
- d. Bylaws Committee May 26, 2022

**XV. Adjourn- 7:01 pm**