

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.
MONTHLY BOARD OF DIRECTORS MEETING MINUTES
December 14, 2023

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: *6:00 PM*
- II. Welcome
 - a. Moment of Silence
 - b. Pledge of Allegiance
- III. Attendance/Quorum
 - a. Directors Present/Absent: *WDixon, RHolmes, CLizanich, PThomas, SWarden, MTringali, JWade, LCalodney, HDavis (Arrived 6:05 pm)*
 - b. Quorum: *Yes*
 - c. Legal Counsel : *JRey*
 - d. Staff/Independent Consultants: *CBarton*
- IV. Legal Notice Published on November 30, 2023 ***(1)***
- V. Approval of Meeting Agenda
 - a. Changes or Modifications to Agenda (if any): *None*
 - b. Poll / Disclosure of Conflicts of Interest (if any): *None*

Motion to Approve the Agenda brought by MTringali with a 2nd by SWarden and the vote being 8 for and 0 against the Motion.

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

VII. Executive Director's Report

CBarton discussed the following:

- *Rotary Club Meeting with the Downtown Rotary Club on January 2024*
- *Possibly Sponsoring Chamber of Commerce Luncheon*
Motion to Approve CBarton to schedule a Chamber of Commerce Luncheon Sponsorship brought by RHolmes with a 2nd by WDixon and the vote being 8 for and 0 against the Motion. MTringali is paying the \$350.00.

WDixon requested the August luncheon followed by PThomas.

The Board discussed the Executive Directors

Motion to Amend the Budget to include the new Executive Director salary of \$58,240 and allow for the reimbursment of travel expenses to \$1,800.00 back date the amount to

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November 28, 2023 brought by HDavis with a 2nd brought by SWarden with the vote being 8 for and 0 against the Motion.

VIII. Consent Agenda

- a. Approval of October 25, 2023 Monthly Meeting Minutes **(2)**
- b. October 2023 Statement of Financial Position (For Acceptance) **(3)**
- c. October 2023 Statement of Activities (For Approval)
- d. October 2023 Treasurer's Report (For Acceptance)
- e. October 2023 Budget v. Actual (For Acceptance)
- f. October 2023 Check Register (For Acceptance)
- g. Authorization of Payments (For Approval)

Motion to Approve the Consetn Agenda brought by HDavis with a 2nd by WDixon and the vote being 8 for and 0 against the Motion.

IX. Unfinished

- a. Budget Amendment **(4)**

Motion to Approve the Budget Amendment brought by WDixon with a 2nd by CLizanich and the vote being 8 for and 0 against the Motion.

X. New Business

- a. CCHB Request for Report Form Update **(5)**

Motion to Approve the CCCCCF Grant Report Form Update brought by WDixon with a 2nd by CLizanich and the vote being 8 for and 0 against the Motion.

- b. Website outside charges-Wufoo \$169/year **(6)**

Motion to Approve the Wufoo Website Charges along with a budget Amendment to Reflect said change brought by WDixon with a 2nd by HDavis and the vote being 8 for and 0 against the Motion.

XI. Committee Reports

- a. Investment Committee
 - i. TD Ameritrade Statement **(7)**
- b. Grants Committee
- c. Personnel Committee
- d. Audit Committee

XII. Legal Counsel

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XIII. Public Comment: (3 minutes for an individual; 5 minutes for organization/group representation) *ERubio spoke regarding the ByLaws changes with the CCHB. He also spoke regarding block funding.*

XIV. Next Meeting Dates

- a. Regular Meeting of the Board, February 22, 2024
- b. Grants Committee TBD
- c. Investment Committee January 25, 2024
- d. Personnel Committee TBD
- e. Audit Committee TBD

XV. Adjourn:

Motion to Adjourn brought by HDavis and a 2nd brought by RHolmes and the vote being 8 for and 0 against the Motion.