

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION**

**MEETING AGENDA**

**February 23, 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 scheduled meeting of CCCCCF, Inc. held in room 166 of Lecanto Government Building, Lecanto, FL , to order at 6:00pm

**Moment of Silence:** observed

**Pledge of Allegiance:** led by Pres Gudis

**Welcome:** President Gudis extended welcome to Board members and guests.

**Attendance/Quorum:**

- a. Directors present : 11 sworn Directors
- b. Legal Counsel: one, Ms. Rey, Esq.
- c. Independent Consultant: none
- d. Public: five individuals
- e. Media: none
- f. Quorum: Yes

**Legal Notice:** see attached

**Approval of Meeting Agenda: Motion (KHinkle) second (SDiaz-Fonseca) with unanimous voiced vote for approval of Meeting Agenda as presented**

**Public Comment:** (3 minutes for an individual; 5 minutes for organization/group representation) none offered

**Minutes of January 26, 2017 meeting Approval: Motion (SMoylan) second (SDiaz-Fonseca) with unanimous voiced vote to approve minutes as presented.**

**Treasurer's Report:**

**Invoices:** Invoices presented to Board of Directors for approval to be paid including : CCHB reimbursement 45.30, Hogan Law Firm 1687.50, Citrus Publishing 68.20. Surety Bond (Ressler) 100, Surety Bond (Gudis) 100, Debbie Ressler (office supplies) 37.06, Wells Business Solutions for contractual services 500, Wells Business Solutions for Reimbursement for State Filings 61.25, and Nature Coast Web Design 100.00

**Motion (KHinkle) second (SDiaz-Fonseca) with unanimous voiced approval to pay Invoices as presented.**

**Financial Report :** Revenues and Expenses and Balance Sheet presented. **Motion (JWallis) Second (SWarden) with unanimous voiced vote to accept as presented.**

**Other:** Director Ressler presented Draft for amendment to the Professional Services Agreement for Accounting and Bookkeeping Services by Director Ressler. Discussions with modification recommendation to change Scope of Services and Service Delivery Standards ii (7) to read...related duties as assigned by the Grant Committee Chair, the President and or the Secretary/Treasurer. **Motion (SDiaz-Fonseca) second (JWallis) with unanimous approval for Pres Gudis to sign and to secure signed Amendment with modified language from Wells Business Solutions**

### Unfinished / New Business:

- 1- Investment Committee Presentation: Director Rubio introduced Investment Committee's two recommendations for Investment Consultant Manager for CCCCCF, Inc. :  
PNC Representatives presented overview of their RFP and answered several questions from Board members. Presentation began at 6: 15 with termination of such at 7:00pm  
AndCo Representatives presented overview of their RFP and answered several questions from Board members. Presentation began at 7:05pm and terminated at 7:50pm  
Post recommendation presentations generated in-depth discussion among Board members; Presenters were not present during each other's presentation and/or during the Board discussion following the presentations.  
**Motion (Director Wallis ) second (Director Kinnard) to award RFP to AndCo Consulting approve the announcement of the award, and for contract discussions to commence.**  
Plan for Investment Committee led by Committee Chair Rubio to meet and discussion aspects and development of such contract and to present at next CCCCCF, Inc. meeting for approval.
- 2- Status of Amended and Restated By Laws: Ms. Rey, Esq. shared all signatures have been obtained and necessary filing of amended document will occur.
- 2- Update of CCCCCF, Inc. business cards, stationery , etc- Director Diaz-Fonseca distributed newly developed and printed business cards, stationery, and envelopes.

### Standing Committee Reports:

- a. Compensation/Personnel: see above under Treasurer's report.
- b. Audit : no report required at this time
- c. Investment: see above
- d. Grants: Director Diaz-Fonseca presented Grant Committee recommendations for Grant Awards for Cycle One .  
Distribution Listing of the twelve Letters of Inquiry and Listing of the four recommendations to receive award and Timeline information. Lengthy discussion regarding process of Grant Program with information provided at previous meetings restated. Scoring matrix available for review.  
**Motion (Director Ressler) second (Director Diaz-Fonseca) with unanimous voiced vote to accept the four Letters of Inquiry as recommended by the Grants Committee and to notify the four regarding the Grant Application process.**

**Note:** meeting proceedings interrupted by Fire Alarm; CCFS and CCSO responded with no fire determined.

**Ad Hoc Committee Reports:**

- a. Bylaws Committee – no additional report; see Ms. Rey report above
- b. Communication Committee – deferred
- c. Finance Committee- no report required

**Legal Update:** no additional report

**Public Comment:** (guidelines as listed above) none

**Meeting Adjournment** Unanimous voiced vote to adjourn at 8:20pm

**Next Meeting:** Board meeting: March 23, 6:00pm , LGB, Room 166

By-Laws Committee: none

Grants Committee: March 23, 5pm, LGB

May 15, 16, 17, noon..location TBD

May 25, 5pm , LGB

June 22, 5pm, LGB

Investment Committee: TBD