

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING Minutes

February 22, 2018

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 6:04pm

Moment of Silence: Observed

Pledge of Allegiance: Led by Chair Gudis

Welcome:

Attendance/Quorum:

- a. Directors present: MGudis, SDiaz-Fonseca, KHinkle, SMoylan, ERubio, JWallis, SWarden, JGrace, PDesai
- b. Legal Counsel: JRey Esq
- c. Independent Consultant:
- d. Public: 8
- e. Media: yes
- f. Quorum: yes

Legal Notice: Jan. 28th, 2018

Approval of Meeting Agenda: Motion JWallis, 2nd ERubio

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

Representative from Citrus County Blessings requesting the foundation consider funding existing programs in the community. Funding for existing programs can benefit the community. Also invited anyone to come to see citrus county blessing program to see if there is any opportunity for a new program.

ERubio asked what percentage of the population they serve is indigent? Answer from Citrus County Blessings rep: 100% we are serving students in the public-school system and local private schools.

Karen Monsen Vice President of NAMI just got voted in Nov. as a pleasure going with the Chamber of Commerce up to Tallahassee and in discussion learned about the grant funding opportunities from the foundation. I understand it must be a new program and NAMI has existing programs already for adults, teachers, students, consumers. There is one program called "Ending with Silence" that is not currently offered in Citrus County. Asking if they can submit for a grant for a program that is in existence in a different county.

SDiaz-Fonseca responded, yes you can submit for a program that is being utilized in a different county because it is not here in citrus county. Steps for requesting a grant were verbalized.

Director of Casa

JGrace – emphasis on new – there is validity to taking a new direction to our problems. Would it be acceptable for CASA to do a program we want to learn which aspects of our programs make the most difference in quality of life, so you ask us to pay for diapers or car seats for a year and then keep those numbers we are learning something new. Sophie interjected and stated that was research we do grant research. JGrace: agreed and commented that we have had a lot of these problems for a long time we are looking for new ways to solve them. We are looking to improve the quality of life which will in return bring more people to be independent.

KHinkle commented on Citrus County Blessing asking if they can do a study on how nutrition improved from giving the blessing backpacks.

JGrace commented new ways of what you're doing to improve your program and include the data behind it.

MGudis stated we need to put on the agenda next meeting to discuss this subject.

Minutes Approval for Jan. 18, 2018 motion to approve with revisions JWallis, 2nd SMoylan

Treasurer's Report:

Invoices: Nature Coast Web Design \$100.00, Wells Business Solutions \$1,000.00, Hogan Law Firm \$585.00, Citrus Publishing \$32.72 and \$42.45, reimbursement checks \$61.25 annual report. Dr. Wallis needs to be bonded as Treasurer of the Foundation.

Financial Report: JWallis

Cash as of Jan. 31, 2018 \$4,037,478.00

Investment Asset Account as of Jan. 31, 2018 Salem \$4,094,545 (no quarterly change)

Grant Allocation as of Sept. 30th, 2017 (end of grant cycle) \$106,917

Remaining Sept. 30th, 2017 \$20,917 2016-2017 grant cycle

2017-2018 grant cycle as of Sept. 30th, 2017 \$140,426 we have two years to use that

Motion to approve invoices PDesai, 2nd SDiaz-Fonseca

Other:

Unfinished / New Business:

1. Discuss action and funds transfer process – discussed later see # 5 below
2. DOH – Citrus Health Volunteer Program hours ERubio reported and provided information to board also stated what we the foundation are trying to do with the grants, trying to bring volunteers in and we are trying to service the population in the county that need assistance. Suggested improving We Care program.

Added items:

3. Approval of meeting minutes from Nov. 2017.
4. Approval of Expenditure from Jan. 2018
5. Approval of transfer of Investment Funds – resolution transfer of funds form to take to the bank - \$3,781,219.97 transfer Motion SDiaz-Fonseca 2nd SMoylan
6. Policy – Meeting Notice Procedure formalized policy and procedure to clear meeting notice procedure to comply with Sunshine Law which requires reasonable notice the foundation adopted a bylaw of a required 7-day meeting notice. Request to discuss assistant at next meeting by KHinkle. Motion to approve formalized policy KHinkle 2nd SMoylan

7. Resignation from Commissioner Kinnard
8. Authorized Signatures/ VP Appt Commissioner Kinnard agreed to address with BOCC to designate another appointment. Currently Commissioner Kinnard is Vice Chair and designated signatory suggest designating a third signatory.
9. Audit Internal Control Questionnaire need volunteer to complete Questionnaire SMoylan agreed to complete questionnaire.

Standing Committee Reports:

- a. Audit Committee:
- b. Compensation/Personnel Committee:
- c. Investment Committee:
 - i. Presentation from AndCo Consulting Jennifer from AndCo. Presented on current allocations, goal for the year 44.95%
 - ii. ERubio noted comparison will be in report in the future
- d. Grant Committee: SDiaz-Fonseca spoke to BOD Community Alliance on Feb. 2nd and spoke about our grant program. Put together talking points which were sent to all members of the BOD. They seemed very excited about the grant program.
 - i. 4th grant cycle letter of inquiry go out Feb. 26, 27, 28 March 1, Submission period Feb. 26th – March 19th we receive at 5pm from our post office box on March 19th. March 20th grant committee meets at CF at 9am, March 22nd grant committee meets at 5pm before BOD meeting and at 6pm will present to BOD. Entire cycle mapped out on the website
 - ii. Received 120-day grant report from the Citrus County Health Dept.

Ad Hoc Committee Reports:

- a. Bylaws Committee: Did not meet has several items before JRey Esq to be presented to CCHB
- b. Communication Committee: KHinkle spoke with Community Alliance and asked to speak but Sophie already scheduled speaking. Spoke with Salvation Army went over the grant requirements and foundation website and they were excited to get involved.

Chair MGudis asked what the dollar limitation was for a grant request. Sophie answered there is no limitation it is up to whatever our grant funds are up to so we will grant up to the amount we have to give. First grant cycle we had 14 letters of inquiry, 2nd grant cycle we had three, and 3rd we had none. It has not been a full year since we started giving grant funds. Chair Gudis responded by stating we need more Baker Act Facilities. ERubio commented stating the Hospital Board has a no compete clause so we cannot fund such a facility. JWallis stated this topic needs further discussion and he can bring up to the Hospital Board. Sophie stated foundation did fund two mental health programs. Need to expand or bring something new to programs in the community but not focus solely on mental health. Maybe look at the language to completely understand and make sure this money goes to the best purpose. We need to make sure we know what we are granting and the language is a little unclear and needs to be reviewed.

Legal Update:

- a. Report from Jennifer C. Rey, Esq.

Public Comment: (guidelines as listed above) Mike Bates: Thanks to Sophia and Ken for giving to the meeting and Thanks to JGrace for the comment about outside the box. People of the community needs to know. Community Alliance there is passion there. If you have anyone you think would be a good fit for the community health assessment board let me know and we could really use the help. Thank you for all you do it is enjoyable to come here and listen.

Meeting Adjournment 8:08pm

Next Meeting: **March 22, 2018, 6:00 p.m., Lecanto Government Building, Room 166**

Investment Committee Meeting: March 15th, 2018, April 19th, 2018, May 17th, 2018, and June 21st, 2018 at the Citrus County Health Department, Located at 3700 West Sovereign Path, Lecanto, FL. 34461 at 6pm.

Bylaws Committee Meeting:

Grants Committee Meeting: March 20th 9am College of Central Florida, Conference and Learning Center C4 Rm 105.