

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION**

**MEETING MINUTES**

**January 26, 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** meeting called to order by Pres Gudis at 6:00pm in Room 166 of the Lecanto Government Building

**Moment of Silence:** observed

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

**Welcome:** President Gudis expressed welcome to Board and members of the public

**Attendance/Quorum:**

- a. Directors present : 8 sworn and one Public Representative elected Director (oath to be administered)
- b. Legal Counsel: present
- c. Independent Consultant: none
- d. Public: two
- e. Media: one
- f. Quorum: yes

**Legal Notice:** see attached

**Administration of Oath:** Oath administered by Pres Gudis for swearing in of Sophie Diaz-Fonseca, recently elected as Public Representative.

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

**Minutes of December 15, 2016 meeting Approval: Motion(SMoylan) second(SDiaz-Fonseca) with unanimous approval to approve minutes as distributed.**

**Treasurer's Report:**

**Invoices:** Invoices for expenditures including: CCHB 45.30 (meeting notices), Nature Coast Web Design \$100 (monthly maintenance), Hogan Law \$3172.50 (legal services), and Wells Business Solutions \$500 (accounting services). **Motion (PDesai) second (OSevilla) to pay invoices as presented with unanimous approval. Vote 9 to 0**

**Financial Report :** including Balance Sheet Information with Revenue and Expenditure totals. **Motion (SDiaz-Fonseca) second (TRubio) to accept report as presented. Vote 9 to 0**

**Unfinished / New Business:**

- 1- Status of Amended and Restated By Laws: previously presented amended By laws approved by CCHB , with the Dissolution Article XIII removed. Articles of Incorporation

amended as aligned with accepted Bylaws. **Motion (SDiaz-Fonseca) second (KHinkle) with unanimous voiced approval to accept and file recent revisions.** Proper documentations signed by President and Secretary for submission to appropriate entities.

- 2- Stationery, Business Cards: Director Diaz-Fonseca presented examples for Stationery, note cards, and envelopes. Directors reviewed examples and final decision recorded on distributed item. (see attached) Discussion regarding vendor – all agree to evaluate cost per local vendor. **Motion (DRessler) second (Director Desai) with unanimous voiced approval for Director Diaz- Fonseca to order such items with expenditure of no more than \$300; such to be done after assessment of suggested local vendors.**

#### **Standing Committee Reports:**

- a. Compensation/Personnel: none required
- b. Audit : none required
- c. Investment: Director Rubio presented the Investment Committee review process and offered the Committee recommendations of PNC and AndCo . **Motion (TRubio) second (SDiaz-Fonseca) with unanimous approval to accept the recommendation of the Committee of PNC and AndCo as two entities to attend next Board meeting for presentation and Board review/approval. Vote 9 to 0.** Directors encouraged to send forth questions / concerns to J Rey, CCCC Legal Counsel , who will forward to entity for response by February 10. Entities, PNC and AndCo, will be invited/encouraged to attend next meeting for Board discussion review – each will be offered a time limit for such of 15 minutes; only one entity at a time will be in the room during discussions. Timing of presentations planned for 6:15 and 7:00.
- d. Grants: Director Diaz-Fonseca offered Letters of Inquiry document responses (acceptance and denial) and letters of Grant Award (acceptance and denial) . Discussion as to content and timeline for awards. Directors agreed to accept such for the initial Grant Awarding program with understanding of review with possible changes of such for future award process. Motion (SMoylan) second (SDiaz-Fonseca) with unanimous voiced vote for publication as determined by Grants Committee. **Vote 9 to 0**

#### **Ad Hoc Committee Reports:**

- a. Bylaws Committee – no additional report; see above.
- b. Communication Committee – Discussion regarding the establishment of a CCCC, Inc. Speaker’s Bureau for the CCCC. Voiced agreement to continue with such discussion at the next Board meeting; with the designation of organizational coordinator for speaking engagements, coordination of talking points, calendar of events, etc.
- c. Finance Committee- no report required
- d. Secretary Treasurer will compile balance sheet for time period of Genesis to June 2016

**Legal Update:** presented brief update of CCCC, Inc. adherence to the Sunshine Law. Reminded all , if in doubt, do not have conversation. More detailed updates will be forthcoming. Directors asked to update with Ms. Rey email addresses, if needed.

**Public Comment:** (guidelines as listed above) Mike Tringale provided complimentary comment regarding the “work” of the Board to date.

**Meeting Adjournment by unanimous voiced support at 7:00pm**

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

**By-Laws Committee: none requested**

**Grants Committee: 5:00pm on February 16 and 23 , Room 166, LGB**

**Investment Committee: none**

Debbie Ressler

Board President or Secretary

February 23, 2017

Approval Date