

# CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

## MEETING Minutes

January 24, 2019

**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** 6:00pm

**Moment of Silence:** Observed

**Pledge of Allegiance:** Led by President SD-Fonseca

**Welcome:**

**Attendance/Quorum:**

- a. Directors present : 10
- b. Legal Counsel: JRey
- c. Independent Consultant: none
- d. Public: 18
- e. Media: 1
- f. Quorum: yes

**Legal Notice:** Published January 13<sup>th</sup> 2019 – Approval Motion

**Approval of Meeting Agenda:** Motion for approval of the meeting agenda JTSmith

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

Debbie Ressler

Barbara Wheeler Mid Florida Homeless Coalition needed clarification on when she can apply for more funds.

SD-Fonseca there is no restriction in regards to you applying again; you just have to apply the following year.

**Minutes Approval:**

Dec. 13<sup>th</sup> 2018 – SWarden correction to the minutes Attorney's name was misspelled and Dr. Wallis's name was misspelled. Title of document needed to be corrected from agenda to minutes. Motion to approve minutes with amendments JTSmith 2<sup>nd</sup> ERubio 10-0

**New Business**

- a. Grantees presented with 75% of their grants Citrus County Healthy Families \$15,750 and Citrus Pregnancy Center \$7500 Motion to approve checks for SD-Fonseca 2<sup>nd</sup> S Warden 10-0
- b. Presentation by E. Rubio for the Health Department – Nursing Director Janora Wade presented “Healthcare for those in Citrus County without Insurance”
- c. Review Ethics policy and Conflict of Interest forms - change verbiage in policies to reflect our Foundation as “Charitable Foundation” throughout the documents instead of “Foundation”. Motion JWallis 2<sup>nd</sup> AMo 10-0
- d. Discuss Term Limits and re-appointments –we have a few members that termed out. PDesai and JWallis should have termed out. JWallis Motion to table discussion until we receive the final copy of the bylaws that are approved by the CCHB next meeting 2<sup>nd</sup> JTSmith  
 Discussion of new appointees  
 JWallis resign from Treasurer Position for reasons not related to topic of discussion. Motion and 2<sup>nd</sup> on the table to move discussion to next meeting Feb. 28th 10-0  
 Sworn in new board members Mario Mendizabal & David Ryan  
 Debbie Ressler & Allan Bartel were sworn in as representatives from the CCHB that will rotate in as Sole members for the Chartiabile Foundation.
- e. Set date and time for board training by Attorney – you can take online or in person provided by JRey once it is taken send certificate to Secretary for Record keeping. Due by March 28<sup>th</sup> meeting.
- f. Discuss inviting previous board members to attend the February meeting to be given a token of our appreciation – Kelley and Jimmie volunteered to work on Certificates of appreciation.  
 JWallis would like to bring something up that is very special in my mind, two individuals that did a extraordinary job Debbie Ressler for putting this committee together and Sonya Warden for taking on the unelected secretary position for a year taking responsibilities without credit. The presidents of this foundation board need to be recognized at the hospital on a yearly basis or every two years. Thank you.  
 JWallis Motion to create certificate in folder for past board members 2<sup>nd</sup> JTSmith 10-0

**Treasurer’s Report:** JWallis reported

- a. Invoices: Nature Coast Web Design \$100; Wells Business Solutions \$1075; Salem Trust Co. \$1187.50; AndCo \$6250; Citrus Publishing \$35.51. Motion to approve invoices, treasurers report & checks JTSmith, 2<sup>nd</sup> KDeMaio 10-0  
 DRessler – the board asked that the interest check goes to Salem Trust that has been set up.
- b. Financial Report: (see attached)
- c. Other:

**Unfinished Old Business:**

- a. Review CCHB approved Bylaws – no approval of bylaws at this time from the CCHB – but we received an apology from Mr. Carnahan regarding the article that stated the Charitable Foundation was misappropriating funds.
- b. Appoint Personnel Committee Chair – We do not have a Personnel committee because the board approved an RFP for Staff Services. ERubio is serving as chair of Ad Hoc committee for RFP of Staff Services.
- c. Appoint Communications Committee Chair – JTSmith & David Ryan volunteered to serve in this capacity but will need regular communication with other board members on topics of discussion. Audit committee – Kelley DeMaio and Mario Mendizabal and Adnan Mohammadbhoy volunteered to serve on the Investment Committee with ERubio.
- d. Website RFP – has not been issued has no date. SD-Fonseca requested her and Communications Committee meet with the Webmaster and see if we can make improvements. Send ideas for improvement to JRey
- e. Staff RFP – ERubio - received no inputs for the RFP. We need to discuss having another meeting.  
SD-Fonseca nominated Kelley DeMaio to be Treasurer effective next meeting 2<sup>nd</sup> AMohammadbhoy 10-0  
JRey new signature cards need to be done at the bank now that we have a new Treasurer.

**Standing Committee Reports:**

- a. Investment Committee: Did not meet
- b. Grant Committee: Motion to approve 6 grant cycle PDesai 2<sup>nd</sup> DRyan 10-0  
Volunteer for grants committee – Susan Reeder Motion to have her member of the grant committee SD-Fonseca 2<sup>nd</sup> PDesai 10-0

**Ad Hoc Committee Reports:**

- a. Communication Committee: Rep Manzullo supports what we do.

**Legal Update:**

- a. Report from Jennifer C. Rey, Esq. make sure website is ADA compliant and in light of what happened this evening she will prepare banking resolution, and need all board members to complete Conflict of Interest Form.

**Public Comment: (guidelines as listed above)** No Public Comment

**Next Meeting:**

- a. Anticipated # of Attendees 8-10
- b. Feb. 28<sup>th</sup> 2019 6pm at the Lecanto Government Building Rm 166

**Meeting Adjournment** 8:15pm

Investment Committee Meeting: Thursday, February 21<sup>st</sup>, 2019 6pm Citrus County Health Dept.

Grants Committee Meeting: Tuesday, Feb. 5<sup>th</sup> 2019 9 a.m. College of Central Florida Citrus Campus