

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING Minutes

June 22, 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 the Board of Directors to order at 6:00pm in Room 166 of the Lecanto Government Building, Lecanto, FL.

Moment of Silence: observed

Pledge of Allegiance:

Welcome:

Attendance/Quorum:

- Directors present : KHinkle, SDiaz-Fonseca, MGudis, PDesai, JWallis, ERubio, SWarden
- Legal Counsel: JRey, Esq
- Independent Consultant: None
- Public: 8 individuals
- Media: 1 individual
- Quorum: yes

Legal Notice: published document shared

Approval of Meeting Agenda: motion (KHinkle), second (JWallis) with unanimous voiced vote.

Public Comment: (3 minutes for an individual; 5 minutes for organization/group representation) The Path representative planted the seed for possible consideration for a grant in next grant cycle.

Minutes Approval for May 25, 2017 motion (SDiaz-Fonseca), second (KHinkle) with unanimous voiced vote.

Treasurer's Report:

Invoices: Invoices presented for approval included: Nature Coast Web Design (\$100.00), Wells Business Solutions (\$600), Citrus County Chronicle for meeting notices (\$65.48), Mailing fees for Grants Committee, Anco (\$6250), Hospital Board (\$45.90). Motion (JWallis) Second (SDiaz-Fonseca)

Financial Report: Financial Report presented by Tabitha from Wells Business Solutions. Reviewed Balance Sheet as of April 30th with a total fund balance of \$4,250,799. Motion (JWallis), Second (ERubio)

Other: Chair Gudis requested Budget with Expenses and Revenues to be provided in the future.

Unfinished / New Business:

- Secretary/Treasurer for the CCCCCF, Inc.
- Grant Awards Presentation
 - Congratulations of grant awardees:
 - Pictures for website and newspaper
 - Signing of grant agreements

SDiaz-Fonseca and MGudis presented the awardees signed and took picture. Among the awardees was Melissa Bowermaster for Jessie's Place \$26,000; Barbara Wheeler for Mid Florida Homeless Coalition \$5,000; and Stephanie Bell for Pregnancy & Family Life Center \$45,000.

- Secretary/Treasurer Duties

Director Sonya offered to assist in Secretary role and group agreed duties will be discussed at a later date along with possibly hiring an Administrative Assistant to take on the duties of Secretary and Treasurer. P.O. Box key was given to SDiaz-Fonseca and KHinkle for mail pickup. SDiaz-Fonseca agreed to pick up checks from Tabitha and bring checks to next meeting.

- Extension/Renewal of Professional Services Agreements
 - Wells Business Solutions, LLC - extension of contract for one year at \$1,000.00 per month based on the scope of the engagement letter. motion (JKinnard) second (SDiaz-Fonseca) Also requested access to bank for accounting purposes only. motion (SDiaz-Fonseca) second (JWallis)
 - Nature Coast Web Design & Marketing, Inc.- approved contract extension motion (ERubio) second (SDiaz-Fonseca)
- Committee Vacancy Appointments
 - Audit Committee
 - Investment Committee
 - Bylaws Committee
 - Finance Committee
 - Grants Committee

Add to agenda for next meeting.

Standing Committee Reports:

- Audit Committee
 - Report from Committee Chair
- Compensation/Personnel Committee
 - No Personnel Therefore Committee Not In Use
- Investment Committee
 - Report from Committee Chair Ernesto Rubio
 - Investment Policy Statement

Proposed policy - motion to delegate authority to Investment Committee for RFQ to finalist to next board meeting. motion (JKinnard) second (SDiaz-Fonseca)

- Grant Committee
 - Report from Committee Chair Sophia Diaz Fonseca

Sent out notice to Chronicle for letters of inquiry. Picking up letters July 15th. There was no quorum for Grants Committee Meeting today. Director Sondra as Secretary of Grants Comm.

Ad Hoc Committee Reports:

- Finance Committee
 - Report from Committee Chair Mike Gudis
- Bylaws Committee
 - Report from Committee Chair Dr. Wallis
- Communication Committee
 - Report from Committee Chair Ken Hinkle

Legal Update:

- Report from Jennifer C. Rey, Esq.

Public Comment: (guidelines as listed above)

Meeting Adjournment unanimous voiced vote at 8:35pm

Next Meeting: July 27, 2016, 6:00 p.m., Lecanto Government Building, Room 166

Investment Committee Meeting: TBA

Grants Committee Meeting: July 14th at College of Central Florida Conference and Learning Center C4 105 9:00am to noon.