

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING MINUTES

MAY 25, 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 6:10pm in Room 166 of the Lecanto Government Building, Lecanto, FL.

Moment of Silence: observed

Pledge of Allegiance:

Welcome: Pres Gudis welcomed all

Attendance/Quorum:

- a. Directors present : MGudis, ERubio, JWallis, SWarden, KHinkle, OSevilla, and DRessler
- b. Legal Counsel: JRey, Esq
- c. Independent Consultant: TWells and associate
- d. Public: 5, including WGrant, Esq (legal counsel for CCHB)
- e. Media: none
- f. Quorum: yes

Legal Notice: published notice shard

Approval of Meeting Agenda: motion (SWarden) second (OSevilla) with unanimous voiced vote to approve agenda as presented. Vote 7 to 0

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

Minutes Approval for April 27, 2017: Motion (JWallis) second (SWarden) with unanimous voiced vote to approve minutes as presented for April 27, 2017 meeting. Vote 7 to 0.

Treasurer's Report:

Invoices: Invoices presented for approval included: Nature Coast Web Design (100.00) , CCCB/chronicle notices (79.10) Hogan Law Firm (765.00), Citrus Publishing (1.00) and Wells Business Solutions (600) **Motion (JWallis) second (SWarden) to pay invoices as presented. Voiced vote 7 to 0.**

Financial Report : presented with balance as of April 30, 2017 of \$4,208,661.05. **Motion (KHinkle) second (JWallis) to accept report as presented. Vote 7 to 0.**

Unfinished / New Business:

1. CCHB Representative to the CCCCCF, Inc.: Director Ressler, CCHB Representative presented the Decision by the CCHB for Dr Wallis to be the CCHB representative. The Citrus Medical Society will very soon be voting upon the CCMS representative for the CCHB.
2. Secretary / Treasurer for the CCCCCF, Inc.: Discussion regarding CCCCCF Director to be the Secretary/Treasurer based upon Director Ressler's resignation, effective June 1, 2017 from this board. Listing of responsibilities and actions involved in fulfilling the role of Sec/Treasurer shared with Dr. Wallis and with Pres Gudis. Discussion as to fulfillment of the role being a "shared" responsibility amongst CCCCCF Board members (S Warden and J Wallis). J Rey, Esq explained such will require an amendment to the CCCCCF By –Laws and thence be approved by the CCHB. Dr. Wallis will remain as the By – Laws Committee Chairman. Status report at next meeting.
3. Director Ressler provided President Gudis with passwords for Banking access, email access, and Post office box key. Pres Gudis subsequently provided T Wells, from Wells Business Solutions, with the PO Box key based upon her verbal agreement to monitor mail. Pres Gudis asked for email access password be provided to Director Warden.
4. Post meeting: two large plastic box containers transferred to Director Warden. Such containers hold the hard copy documents, notebooks etc pertinent to CCCCCF Inc. business.
5. Zip drives containing varied aspects of CCCCCF, Inc presented by Director Ressler to Pres Gudis and re directed by Pres Gudis as follows:
regarding Investment committee to Director Rubio,
for Grants Committee , such will be given to Director Diaz-Fonseca upon her arrival back in town
and overall documents zip drive presented to Director Warden

Standing Committee Reports:

- a. Compensation/Personnel: no action at this time
- b. Audit : no action warranted at this time; however, soon time for annual external audit.
- c. Investment: Report from Committee Chair, Ernesto Rubio
Director Rubio presented discussion regarding the 80/20 mandate for expenditures based upon revenues received from Lease Transaction accounts. Bill Grant, Esq presented explanation as to the genesis/creation of the mandate. He also presented any change in such must come as a recommendation from the CCCCCF, Inc to the CCHB and such must have unanimous approval by CCHB for such to be enacted. Further action or lack there of will be forthcoming.
Director Rubio will present the Investment Policy with changes as recently approved by the Investment Committee with Legal Counsel clearance at near future meeting.

- d. Grants: Report from Committee member, Debbie Ressler in the absence of Committee Chair Diaz-Fonseca. Overview of the scoring matrix, grant process/program, review of the process generated a few changes in the program for next cycle -application format changes, adding some elements – HIPPA, changing scoring matrix totaling less than 80% or points less than 400 to be automatically not considered as a recommendation. Such changes will be formally submitted at future meeting to CCCC, post next Grants Committee meeting to define clearly. (note- Grants committee for May 25, not convened due to lack of quorum)

Grant Committee Recommendations presented as determined by committee :

During presentation some Directors explored Scoring Matrix, Committee members comments on matrix scoring sheets, clarification of funding plan, some Directors reviewed actual grant applications.

Directors determined desire to vote independently on Grant Committee

Motion (TRubio)second (SWarden) accept Committee Recommendations. Vote 7 -0.

Recommendations individually and determined the funding allocation as follows:

MOTION: Approve the Grant award to _____ (name of organization) for _____ (grant award amount) with **75%** awarded **30 days** after signed agreement between organization and CCCC. With the remaining **25%** awarded **120 days** after signed agreement.

Motion (ERubio) second (JWallis) for above motion by majority voiced vote. Vote 6 to 1.

Motion to award \$26, 000 grant to Jessie’s Place by TRubio with second by SWarden. Vote 7 to 0

Motion to award grant \$5,000 to Mid Florida Homeless Coalition with second by KHinkle Vote 7 to 0.

Motion to award Pregnancy and Family Life Center \$45,000 with second by KHinkle Vote 7 to 0.

Motion (TRubio) second (JWallis) for CCCC, Inc President and Grants Committee Chair sign Grants Agreement in addition to organization representative. Such Agreement to be designed by Attn Rey.

Cycle One Grants to be awarded include:

- 1) Citrus County Children’s Advocacy Center – Jessie’s Place - \$26,000
- 2) Homeless Coalition - \$5, 000
- 3) Pregnancy & Family Life Center - \$45, 000

Cycle One Grant recommended for non award:

Community Food Bank – requested \$36, 000; committee presented upon review the grant application indicated the dollars were for a vehicle purchase and thus reason for non recommendation and low score on matrix, 320.

See attached Summation of Grants Cycle One – scoring matrix, overall reviews, and table of grant awards.

Ad Hoc Committee Reports:

- a. Bylaws Committee no report or action at this time
- b. Communication Committee – Pres Gudis decision to not proceed at this time
- c. Finance Committee- Review of Budget issues will be discussed at future meeting.

Legal Update: Ms Rey shared new FL Statute relative to Public Records access information. She will prepare Web site posting and forward to Web Master timely.

Public Comment: (guidelines as listed above) none

Agenda order Proposal: Pres Gudis asked that Agenda include Closing comments by Directors and list for next meeting schedule(s) prior to adjournment agenda line item. No opposition voiced.

Meeting Adjournment unanimous voiced agreement at 7:40pm.

Next Meeting: Board meeting: June 22, 2017 at 6:00pm, LGB, Room 166

By-Laws Committee: none

Grants Committee: June 22, 5pm Room 166, LGB

Investment Committee: June 7, 5pm, Health Dept Conference Room