

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING Minutes

May 24, 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 6:00pm

Moment of Silence: observed

Pledge of Allegiance: Led by MGudis

Welcome:

Attendance/Quorum:

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

Legal Notice: March 8th, 2018

Approval of Meeting Agenda: approval with amendment to add New Grant Policy

Motion SMoylan, 2nd KHinkle

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

Adel Jacobsen – citizen- formed nonprofit to bring bedside therapeutic music to medicine clinical community. Intention is to apply for a grant with the Foundation and has some questions.

How long of a time period will she have to spend the money if she was awarded the grant?

Minutes Approval for April 26, 2018 revision to add public comment by Mr. William Grant – “CCHB obo of the FRC confirmed that the recoupment of the 5.8M by AHCA has been ceased by Counsel for the CCHB obo of the FRC and that any and all refunded monies will be transferred to the CCCCCF. The Final hearing is currently set for June 13 and 14, 2018.”

Motion SMoylan, 2nd KHinkle

Treasurer’s Report:

Invoices: The Hagar Group Invoice# 14437 for \$100.00; The Hagar Group Invoice# 14441 for \$100.00; Citrus Publishing \$21.64; Hogan Law Firm \$4477.50; Citrus Publishing \$36.90; Wells Business Solutions LLC \$1,000; Nature Coast Web Design \$100.00

Financial Report: JWallis presented – Motion JWallis; 2nd KHinkle

Other: Tabitha Wells shared that the \$350.00 refunded from the Department of Agriculture and Consumer Services was received in the bank account.

Unfinished / New Business:

1. Discussion on changing the amount of grants to be allocated to organizations
MGudis suggested revising the bylaws to reflect support of a Baker Act Facility with bylaws committee possibly bringing the verbiage forward at our next month’s meeting.

Standing Committee Reports:

- a. Audit Committee:
- b. Compensation/Personnel Committee:
- c. Investment Committee: No meeting
- d. Grant Committee:
 - i. New Grant Funding Policy- JRey-changes were made that were gathered from our discussion during the last meeting.

SMoylan reported changes in definitions. Some of the definitions weren't clear to the organizations.

Discussion was on definitions – JWallis suggested not to create too many rules and stick with Articles of Corporation.

After some discussion board decided to hear changes discussed and vote on changes.

JRey read changes from discussion for board members to vote which included:

Pg 1 of 4 III. Striking non-direct and replacing with indirect

Paragraph i. striking "meeting these requirements"

Paragraph j. striking "building operations"

Paragraph IV. c. i. It shall read all letters of inquiry should be sent to the Citrus County Community Charitable Foundation Grants Committee at the beginning of each grant cycle (dates will be announced) with a request for funding the medically related needs of the citizens and residents of Citrus County Florida.

Motion SMoylan, 2nd JTSmith

Note* corrected Grant Funding Policy will be visible on our website at ccccf.us

- ii. Dates were set out incorrectly for the upcoming grant cycle so changes were made to the timeline and are much clearer now and fall within the same fiscal year. Changes include:

June 25, 2018 by 5pm, Grant Proposal hand delivered to Masonic Business Center office, 95 S. Pine Ave., downtown Inverness

Request for emergency BOD meeting to approve grant applications for June 28th at 4pm.

Motion JSmith; 2nd SMoylan

Ad Hoc Committee Reports:

- a. Bylaws Committee: JWallis reported that the HB met and approved the vast majority of the recommendations to the changes to the bylaws. The bylaw changes were to the identity of the officers and the the potential for a 12th member to our board and the issue to whether or not the past president is to vote. The bylaws committee wants that person to be able to vote. JRey is going to give us language for the bylaws changes that will be presented at our next meeting. JRey – the HB confirmed the changes that this board recommended back in Sept. to sections to 8.01, 8.02, and 9.03. They did not approve changes to 8.07
This allows the Secretary and Treasurer to be separate entities. This removes the descriptive requirement that only the members of the public entities can serve as officers. Now any director who serves 2 or more years on the board may serve as officer, president or vice president and any director that serves for one year can serve as treasurer or secretary.
The HB did not approve the languages due to past president. JRey will revise the language and bring back to the board for discussion.
With the changes to the bylaws this allows Secretary/Treasurer to be separate entities. Dr. Wallis is your Secretary/Treasurer and Sonya has been serving as his assistant. With these changes we can officially assign the Secretary duties to Sonya.
MGudis expressed appreciation for Sonya’s service on the board.
JWallis Ms. Warden has a stipulation to agreeing to be the Secretary of the board.
SWarden – the stipulation is that the board hires an assistant.
JWallis Motion to identify Sonya Warden as Secretary, 2nd SMoylan
- b. Communication Committee:

Legal Update:

- a. Report from Jennifer C. Rey, Esq. – Sonya, Tabitha, & JRey have been working on the audit. No one had online access to the bank to confirm information for the audit. Recommend providing access to bookkeeper. Who are the responsible parties for managing the tasks for the banking information? Internal controls policy is recommended and Records Retention and Destruction policy.

Public Comment: (guidelines as listed above) Josh Wooten President of the Chamber last time I was here I was a little animated and passionate about transparency. Very impressed what sees from this board. Still concern about amount of funds available to the Foundation but did received records from Ms. Ressler and will continue to request as needed to understand. Appreciative of the work the Foundation does and came tonight to thank the Board for hard work and service.

Meeting Adjournment 7:40pm

Next Meeting: June 28th 2018, 6:00 p.m., Lecanto Government Building, Room 166

Bylaws Committee meeting: June 28th 2018 @ 5pm LGB Room 166

Investment Committee Meeting: June 21st 2018 @ Citrus Co. Health Department Conference Room.

Grants Committee Meeting: June 26th 2018 @ 2pm College of Central Florida C4 105