

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING MINUTES

OCTOBER 27, 2016

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 Vice President Gudis (Pres Ken Hinkle absent)

Moment of Silence

Pledge of Allegiance : led by VP Gudis

Welcome: VP Gudis offered warm welcome to Board members and members of the public.

Attendance/Quorum: see attendance records

- a. Directors present: 8 sworn Directors
- b. Legal Counsel: present
- c. Independent Consultant: none
- d. Quorum: present

Legal Notice: see attached

Approval of Meeting Agenda: Motion (PDesai) second (JWallis) with unanimous voiced vote to approve agenda as presented. Vote 8 to 0

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

Representatives from College of Florida Chris Knife and Dr. Stephanie Cortes presented overview of College of Florida's mission to enhance the level of knowledge of members of the community. Many of their programs will provide "students" with skills and knowledge will ultimately enhance their potential for employment. They both expressed a desire to be participants in the upcoming CCCCCF Inc. Grants Program.

Minutes of September 22, 2016 meeting Approval: Motion (SDiaz-Fonseca) second (PDesai) with unanimous approve to approve minutes as presented. Vote 8 to 0.

Treasurer's Report:

Invoices for expenditure to CCHB for \$29.60 (reimbursement for public legal notices) payment to Hogan Law Firm for legal services rendered (\$1425) payment to Wells Business Solutions (\$500) for services rendered, and payment to Nature Coast Web Design (\$100) for services Rendered. **Motion (JWallis) second (PDesai) with unanimous approval to pay invoices as presented. Vote 8 to 0**

Financial Report including Balance Sheet information with Revenue and Expenditure totals presented. **Motion (SDiaz-Fonseca) second (TRubio) with unanimous approval to accept report as presented. Vote 8 to 0.**

Transaction Summary document presented to Directors by Director Ressler. The document is a Summary of CMH and HCA Transaction Proceeds Distribution. Identifies the designated allocation of the pre paid long term lease payment by HCA. Also identifies the two escrow accounts which produce the interest which will be utilized in the CCCC, Inc. Grants program distribution. (see attached)

Appointment, Election and Confirmation of Directors

Election of Officers/Directors/Confirmation of Appointments

Esq Rey presented the listing of Officers and Committee Appointments for election. Discussion regarding the role of the Officers and Directors assignment for Committees Activity. The Investment guidelines per By Laws indicate the requirement for 2 of 3 listed professionals (CPA, Financial Planner, Securities Broker). VC Gudis presented information he received indicating Jeff Werner, CPA had expressed willingness to volunteer as Investment Committee member. **Motion (JWallis) second (TRubio) to accept Officer Rotation as delineated by Bylaws and Committee Assignments per Directors volunteering for such; including Mr. Werner. Unanimous voiced approval. Vote 8 to 0.**

Swearing In and Administration of Oath of Office Swearing In and Oath of Office by all Directors present; oath administered by Karla Dozier, Notary Public. Those Directors not present at this meeting will be Sworn in at future meeting.

Unfinished / New Business:

- 1 **Meeting Schedule** for 2016-2017 accepted as presented. Discussion to include such on CCCC, Inc. website. Director Ressler will contact Nature Coast Web Design to add such CCCC, Inc. calendar. The posting will include the Board meetings and the scheduled Committee meetings. Legal notices will continue to be published in the local media to ensure calendar is available for the community.
- 2- **Conflict of Interest Policy** discussed with clarifications from Esq. Rey. **Motion (SDiaz-Fonseca) with second (JWallis) with unanimous voiced approval to accept Conflict of Interest Policy. Vote 8 to)** Directors will be expected to sign Declaration at future meeting
- 3- **Resolution to adopt amendments to Articles of Incorporation.** **Motion (TRubio) Second (SDiaz-Fonseca) for President Gudis and Secretary Carnahan to sign Resolution. Vote 8 to 0.** Such will subsequently be offered to the CCHB for approval.
- 4- **Resolution to adopt Amended and Restated By laws Motion (JWallis) second (DRessler) for President Gudis and Secretary to sign Resolution. Vote 8 to 0.**

- 5- Committee Assignments/Appointments see attached listings
- 6- Discussion for RFP for Investment Consultant Draft of RFP distributed. **Motion (SDiaz-Fonseca) second (TRubio) with voiced approval to “table” such document for November Board meeting to ensure the Investment Committee reviews and makes such recommendation for approval.**

Standing Committee Reports:

- a. Compensation/Personnel- no committee action
- b. Audit- no committee action
- c. Investment – no committee action

Ad Hoc Committee Reports:

- a. Bylaws Committee – Dr. Wallis as addressed above; By laws to the CCHB.
- b. Grants Application and Grant Committee- Director S Diaz-Fonseca
- c. Communication Committee – Pres Hinkle ; no report
- d. Finance Committee- VP Gudis ; no report

Public Comment: (guidelines as listed above) none

Meeting Adjournment by unanimous voiced vote . 8 to 0 at 6:50pm

Reconvene as Workshop for Board Training .

Workshop Ethics, Sunshine Law, and Public Records Training –
offered by Esq Rey convened at 6:55pm , Room 166, LGB

Attendance: Director Desai, Director Rubio, VP Gudis, Director Warden,
Director Wallis and Director Ressler

Workshop Adjourned: by unanimous approved workshop adjourned at 7:30pm

Next Meeting: Board meeting: November 17 2016, 6:00pm , LGB, Room 166

By-Laws Committee: to be determined

Grants Committee: 5pm, LGB, Room 166, November 17, 2016

Investment Committee: 5pm, LGB, Room 166, November 17, 2016

Date of Board Approval

Secretary/ Treasurer