

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.
BOARD MEETING MINUTES
October 21, 2021

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, Florida.

Call to Order:

Call to Order at 6:00 p.m. Followed by a moment of silence, and pledge of allegiance led by Patricia Thomas.

Attendance/Quorum:

Members Present: Debbie Ressler, Dr. William Dixon, Robert Holmes, Holly Davis, David Ryan, Ernesto Rubio, Dr. Calodney, and Patricia Thomas.

Members Absent: Sonya Warden, Jimmie Smith, Dr. Nerella

Others Present: Jennifer C. Rey, Esq., general counsel, and Tabitha Wells, Wells Business Solutions.

With eight directors in attendance, a quorum was established.

Legal Notice

Legal notice was published on Friday, October 15, 2021, and is attached as Exhibit A.

Approval of Meeting Agenda

There were no changes to the agenda. Dr. Bill Dixon moved to approve the agenda as presented, with a second by Holly Davis. Motion passed unanimously with a vote of 8-0.

Public Comment

There was no public comment.

Appointment, Election and Confirmation of Directors/Officers

The individuals appointed by the respective representative organizations to serve as directors for 2021-2022 are:

Dr. Leonard Calodney, Citrus County Medical Society
Dr. William Dixon, Florida Well Care Alliance
David Ryan, City of Inverness
Robert Holmes, City of Crystal River
Sonya Warden, College of Central Florida
Ernesto Rubio, Florida Department of Health Citrus County
Jimmie T. Smith, Public Representative Seat #1
Patricia Thomas, Public Representative Seat #2
Holly Davis, Citrus County Commission
Rotating Members of the Citrus County Hospital Board
Vacant, Bayfront Health Seven Rivers

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At its September 2021 meeting, the Board nominated a slate of officers including:

David Ryan, President
Dr. William Dixon, Vice President
Holly Davis, Treasurer
Sonya Warden, Secretary

Robert Homes made a motion to confirm the directors as noted, and to elect the officers as nominated. Second by Patricia Thomas. Motion passed unanimously with a vote of 8-0.

The Chair reviewed committee assignments for 2021-2022, and by consensus of the Board, the following committee appointments were made:

Audit Committee - Holly Davis (Chair), Patricia Thomas

Bylaws Committee - David Ryan (Chair), Robert Holmes, Patricia Thomas

Investment Committee – Dr. William Dixon (Chair), Robert Holmes, Ernesto Rubio; and Sally Long (community volunteer/financial advisor)

Personnel Committee – Robert Holmes (Chair), Dr. William Dixon, Dr. Leonard Calodney

Grants Committee – Sonya Warden (Chair), Ernesto Rubio, Holly Davis; and Steven Teaster (community volunteer) and Roger Obnenauf (community volunteer)

Consent Agenda

The consent agenda included the 2021-2022 meeting schedule, September 2021 Statement of Financial Position, September 2021 Statement of Financial Activities, September 2021 Treasurer’s Report, September 2021 Budget v. Actual Report, September 2021 and October 21 Check Register, a request for authorization of payments, management response to audit and approval of the banking resolution for the new officers.

Motion by Holly Davis to approve the consent agenda, accept the financial reports, authorize payments as presented and approve the banking resolution. Second by Dr. Calodney. Motion passed unanimously with a vote of 8-0.

Unfinished Business

The Board considered approval of the resolution to approve the final amendment to Fiscal year 2020-2021 Budget. Debbie Ressler and Patricia Thomas both voiced a request for clarification and revision to the final amended budget as the personnel costs did not appear accurate. The Chair directed Wells Business Solutions to revisit the final amendment to the fiscal year 2020-2021 budget and bring it back to the next meeting. By unanimous consensus of those present the resolution to approve the final amendment to Fiscal year 2020-2021 Budget was continued until the next regular meeting of the board.

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New Business

Crystal McClure, the executive director, resigned by email to President David Ryan on October 13, 2021. After extensive discussion, a motion was made by Patricia Thomas to accept Ms. McClure's resignation effective October 21, 2021 with Ms. McClure's last day worked as October 21, 2021, to pay Ms. McClure through the pay period ending October 29, 2021 with a pay date of November 5, 2021, and that Ms. McClure be directed to return all equipment and materials to the office of Wells Business Solutions by Friday, October 29, 2021. Second by Robert Holmes. Motion passed unanimously with a vote of 8-0.

The Board discussed how to fill the position and what level of position to look for, either an executive director position, or an administrative assistant/executive secretary. The Board discussed having the job ad placed in the Chronicle based on the information provided in the agenda, and that the directors serving on the personnel committee could place the ad as the costs were within the limits of director expenditures, and within the budget. The Board also discussed the role the position should have in community participation and engagement.

Motion was made by Robert Holmes to direct the personnel committee to commence a search for a replacement for the executive director, and to allow the personnel committee to review and propose a job description to the Board at its next regular meeting. Second by Holly Davis. Motion passed unanimously with a vote of 8-0.

Members of the personnel committee present at the meeting proposed the following meeting dates for recruitment, selection and interviewing of the executive director candidates: Tuesday, November 2, 2021 at 5:00 p.m., Tuesday, November 9, 2021 at 6:00 p.m., and Tuesday, November 16, 2021 at 5:00 p.m. The meetings will be at the Florida Well Care Alliance building located at 1245 East Norvell Bryant Highway, Hernando, FL 34442.

Committee Reports

None.

Legal Counsel

No Report.

Public Comment

None.

Next Meeting Dates

Investment Committee:

November 9, 2021 @ 5:00 p.m.
Florida Well Care Alliance
1245 East Norvell Bryant Highway, Hernando, FL 34442

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Grants Committee:

The October 21, 2021 4:00 p.m. meeting was cancelled. It will be rescheduled. TBD

Personnel Committee:

Tuesday, November 2, 2021 at 5:00 p.m.
Florida Well Care Alliance
1245 East Norvell Bryant Highway, Hernando, FL 34442

Tuesday, November 9, 2021 at 6:00 p.m.
Florida Well Care Alliance
1245 East Norvell Bryant Highway, Hernando, FL 34442

Tuesday, November 16, 2021 at 5:00 p.m.
Florida Well Care Alliance
1245 East Norvell Bryant Highway, Hernando, FL 34442

Audit Committee: TBD

Meeting adjourned at 7:46 p.m.