

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION

MEETING MINUTES

September 22, 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: by VP Gudis (President Hinkle attending Inverness City Council meeting) at 6:05pm

Moment of Silence

Pledge of Allegiance : led by VP Gudis

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

Attendance/Quorum: see attendance records

- a. Directors present: 8 sworn Directors
- b. Independent Contractors present: 0
- c. Legal Counsel : present
- d. Quorum: present

Legal Notice: see attached

Approval of Meeting Agenda: Motion (Director SDiaz-Fonseca) second (Director JWallis) to approve meeting agenda with timeline altered with Oath of Office , to first order of business. Directors voiced unanimous approval Vote 8 to 0

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

Spokesperson for Nature Coast Ministries, Ms Bonnie McMillian presented overview of Nature Coast Ministries services to the general public, high percentage of care for the Veteran population. She introduced Ms Grable as an active Volunteer at the Clinic. Ms McMillian shared some photographs of the current facility and thanked all for previous financial support.VP Gudis shared Grants Protocol to clarify the concept and timing of rewards.

Minutes of August 25, 2016 meeting Approval: Motion (Director Diaz-Fonseca) second (Director Wallis) to accept minutes as presented. Unanimous voiced approval. Vote 8 to 0

Treasurer's Report:

Invoices for expenditure to Citrus County Hospital Board for \$29.60(reimbursement for public legal notices), payment to Hogan Law Firm for services rendered (\$2359.93) payment to Wells Business Solutions (\$500) for services rendered, payment to Nature Coast Web Design (\$100) for services rendered and payment for annual renew for CCCC, Inc. post office box rental (\$102.00). **Motion (Director Carnahan) second (Director Wallis) with unanimous approval to pay invoices as presented. Vote 8 to 0**

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

Budget Proposal for FY16-17 : copy of proposed Budget presented. Discussion of some entries/explanations. **Motion (Director Diaz-Fonseca) second (Director Wallis) to approve proposal for Budget FY 16-17. Unanimous voiced approval. Vote 8 to 0. Note: the budgeted revenues are not yet known and/or able to be projected at this time. Such knowledge will be incorporated into Budget as appropriate.**

Unfinished / New Business:

- 1- Oath of Office: Director Lawler introduced Sonya Warden as the College designated Representative to fulfill Dr. Lawler's term and for assignment to subsequent term. VP Gudis administered Directors' Oath to Ms. Warden. Warm welcome extended to Ms Warden and a hearty thank you to Dr. Lawler for his service. His resignation is due to his personal residence change to out of Citrus County , thus to be compliant with residence By law.
- 2- Policies for Conflict of Interest : Draft distributed; consensus to table decision until October, 2016, to ensure Directors have adequate time to review.
- 3- Investment Committee Follow up : Chairman absent, therefore, the Chairman to Populate committee at the October, 2016 meeting. Identification of the Committee Members per By-laws reviewed.
- 5- Discussion regarding Holiday Schedule: Alteration of 2016 Holiday Meeting schedules as presented at the August, 2016 meeting were discussed. Motion (Dressler) second (Director Desai) with unanimous approval for the Holiday meeting schedule to be November 17 and December 15; appropriate notices will be made timely via public notices.
- 6- Ms. Rey presented Legal Opinion regarding Directors discussion the upcoming Election seats for Public Representatives. Such opinion included the fact that any member may speak, addressing the individual, but may not mention such support as a CCCC, Inc. Director.

Standing Committee Reports:

- a. Personnel- no committee/action
- b. Audit- no committee/action
- c. Investment – to be populated at the October, 2016 meeting.

Ad Hoc Committee Reports:

- a. Bylaws Committee – Dr. Wallis presented By-laws Committee report. Report included the following: 1) Grants Committee to be added as a Standing Committee, versus Ad Hoc Committee 2) Secretary / Treasurer Office currently filled by one individual, a proposed change to permit the division of the two roles, futuristically, into serving by two individuals. 3) Succession Plan Clarification – to be such that is documented in the June 15 By-Laws Report, and 4) Fiscal Year will be defined as October 1- September 30 and the Investment Year to be defined as July 1 to June 30. Such changes will be documented within the By laws document and resolution prepared by Ms Rey, Esq. and presented to CCCC, Inc at October, 2016 meeting and upon approval to the CCHB, at their next scheduled meeting following October approval.
- b. Grants Application and Grant Committee- Director S Diaz-Fonseca- no report
- c. Communication Committee – article to be submitted to the *Suncoast Standard* to provide information for the public based upon the two Public Representatives' seats to be on the November Election Ballot
- d. Finance Committee- VP Gudis no report

Public Comment: (guidelines as listed above)- none

**Next Meeting: Board meeting: October 27, 2016, 6:00pm , LGB, Room 166
By-Laws Committee: October 27, 2016, 5:00pm, LGB, Room 166
Grants Committee: no request at this time**

Adjournment: voiced unanimous support for meeting adjournment at 6:55pm

Inservice Workshop: workshop convened at 6: 55, attendance included: Director Wallis, VP Gudis, Director Warden, Director Desai, Director Rubio, Director Ressler. Topic included Continuance of *Standards of Conduct for Public Officials*, pages 8-29. Workshop adjourned at 7:30pm