

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION
MONTHLY BOARD OF DIRECTORS MEETING MINUTES**

September 27, 2023

CCCF Mission Statement: The CCCCF, 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.

I. Call to Order: 6:02 PM

II. Welcome

- a. Moment of Silence
- b. Pledge of Allegiance

III. Attendance/Quorum:

- a. Director's roll call: WDixon, RHolmes, CLizanich, HDavis, SWarden, PThomas
- b. Quorum: Yes
- c. Legal Counsel: Not Present
- d. Staff/ Independent Consultants: CBarton

IV. Legal Notice: Published September 13, 2023 (1)

V. Approval of Meeting Agenda:

- a. Changes or Modifications to Agenda (if any): *Addition of CCHB request to speak with CBarton regarding possible administrative position.*

Motion to Approve Agenda with Additions brought by SWarden with a 2nd by CLizanich and the vote being 6 for and 0 against the Motion.

- b. Poll/Disclosure of Conflicts of Interest (if any): None

VI. Public Comment (3 minutes for an individual; 5 minutes for an organization/ group representation) No Public Present

VII. Consent Agenda

- a. Board of Directors Meeting Minutes August 24, 2023 (2)
- b. August 2023 Statement of Financial Position (For Acceptance) (3)
- c. August 2023 Statement of Activities (For Approval)
- d. August 2023 Treasurer's Report (For Acceptance)
- e. August 2023 Budget v. Actual (For Acceptance)
- f. August 2023 Check Register (For Acceptance)
- g. Authorization of Payments (For Approval)

Motion to Approve Consent Agenda brought by RHolmes with a 2nd by CLizanich and the vote being 6 for and 0 against the Motion.

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VIII. Unfinished

- a. Website Proposal from Anchor Lynk (4) & Nature Coast Web Design (5)

Motion to Approve the continuation of the Nature Coast Web Design brought by PThomas with a 2nd by WDixon and the vote being 6 for and 0 against the Motion.

IX. New Business

- a. Investment Policy Statement Redline (6)

Motion to Approve Agenda with Additions brought by WDixon with a 2nd by PThomas and the vote being 6 for and 0 against the Motion.

- b. CCHB Request to speak with CBarton regarding possible administrative position.

Motion to Allow CBarton to be considered for and interviewed by CCHB for the open administrative position brought by WDixon with a 2nd by CLizanich and the vote being 6 for and 0 against the Motion.

XI. Committee Items and Reports:

- a. Investment Committee

- a. TD Ameritrade Report (7)

Motion to Ratify the Investment purchase of BND made on September 23, 2023 in the amount of \$11, 343.20 brought by PThomas with a 2nd by CLizanich and the vote being 6 for and 0 against the Motion.

Motion to Approve the Investment purchase of BND made on September 27, 2023 in the amount of approximately \$18,200.00 from cash to the bond portfolio and to be ratified in exact amounts at the next meeting brought by RHolmes with a 2nd by CLizanich and the vote being 6 for and 0 against the Motion.

- b. Grants Committee- None
c. Bylaws Committee- None
d. Audit Committee- None

XII. Legal Counsel

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

XIV. Next Meeting Dates:

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- a. Annual Meeting of the Board October 25, 2023
- b. Grants Committee Meeting October 25, 2023
- c. Investment Committee October 19, 2023
- d. Bylaws Committee TBD
- e. Audit Committee TBD

Motion to move the next CCCCf board meeting from October 26, 2023 to October 25, 2023 brought by RHolmes with a 2nd by SWarden and the vote being 6 for and 0 against the Motion.

XV. Adjourn: 7:05 pm