

**CENTRAL FLORIDA COMMUNITY ACTION AGENCY (CFCAA), INC.
MEETING OF THE BOARD OF DIRECTORS**

**411 n. Main Street
Gainesville, FL 32601**

September 28, 2017

Members Present: Alena Lawson (Chair), Eddie Jean Williams, Carl "Dick" Tummond, Katrice Graham.

Members Present by Teleconference: Marlon Gayle (Secretary), Cheryl Martin, Scot Quintel.

Members Absent: **Rev. Butler (excused)**
LaShandra Lightsey

Staff Present: Charles J. Harris, Jr. (Chief Executive Officer), Amy Tyson (Chief Financial Officer), Carressa Hutchinson (Director of Family Services), Steve Kay (Director of Weatherization and Housing Initiatives) and Dotty Rowe (Recorder).

I. Call to Order

The meeting was called to order by Board Chair, Alena Lawson at 2:08 p.m. A quorum was present.

II. Invocation

Invocation was given by Mr. Carl "Dick" Tummond.

III. Pledge of Allegiance to the Flag of the United States of America.

IV. Notice of Welcome

A. Welcome

B. Statement of Notice

C. The Promise of Community Action

**D. Members of the Public Shall Be Given an Opportunity to Speak for a
Maximum of Three (3) Minutes during the Meeting on any Agenda Item
Requiring Board Action.**

N/A

E. Agency Success Story.

Ms. Hutchinson stated for the month of August, we had 4 RNS and 3 LPNS graduate and are all working. We will follow them for 90 days before we successfully exit them from the program.

V. CONSENT AGENDA (see Board Packet):

Motion was made by Mr. Tummond to formally approve the Consent agenda and the motion was seconded by Mr. Quintel. Motion unanimously approved. Motion carried.

VI. ACTION ITEMS:

A. Approval of Public Sector reappointment letters to the Board of Directors.

Agenda change. Alachua County (Ms. Lawson) and Marion County (Ms. Martin) appointment letters were received. Awaiting Marlon's letter; due by September 30.

Motion to formally approve the reappointments for Public Sector for Alachua and Marion County was made by Mr. Quintel and seconded by Ms. Williams. Motion unanimously approved. Motion carried.

B. Election of 2017-2018 Board of Directors Officer positions.

Ms. Alena Lawson presented the slate of officers. No oppositions and running unopposed.

Motion to formally approve the election of 2017-2018 Board of Directors was made by Mr. Tummond and seconded by Ms. Williams. Motion unanimously approved. Motion carried.

C. Approval of the August 2017 Financial Statements to the Board of Directors.

Chief Financial Officer, Amy Tyson presented the August 2017 Financial Statement.

Motion to formally approve the August 2017 Financial Statements was made by Ms. Williams and seconded by Mr. Tummond. Motion unanimously approved. Motion carried.

VII. Discussion Items:

A. Format for 2017 Annual Meeting.

Mr. Harris presented a tentative agenda for the annual luncheon meeting to be held on October 26, 2017 from 11:30 a.m. -1:00 p.m. at the First United Methodist Church at 419 NE 1st Street, Gainesville, FL 32601.

Duke Energy has made a generous donation of \$2,000 for the luncheon.

B. Board member Rev. Butler overview of 2017 Community Action Partnership Convention, August 29-September 1, 2017, Philadelphia, P.A.

No action taken as Rev. Butler was absent.

C. Recognition of the retirement of our longest tenured Board member Carl "Dick" Tummond.

Mr. Carl "Dick" Tummond served on the Board for ten (10) years and has reached his term limit. Mr. Tummond was presented a cake and in place of a plaque, the Board will be setting up a Carl "Dick" Tummond Levy County Fund to provide additional to support Levy County clients. Thank you Mr. Tummond for your years of dedicated service.

VIII. REVIEW (No action needed)

A. Program Reports:

- a) CSBG
- b) LIHEAP
- c) WAP

B. CEO Report — Charles Harris

C. Board Chair Report — Alena Lawson

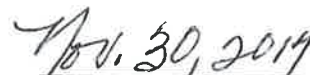
**IX. Next Meeting: Annual Meeting
October 26, 2017
11:30-1:00 p.m.
First United Methodist Church
419 NE 1st Street
Gainesville, FL 32601**

X. Adjournment

**Motion to adjourn meeting was made by Mr. Tummond and seconded by Ms. Williams.
Motion unanimously approved. Motion Carried. Meeting was adjourned at 2:47 p.m.**

These minutes were approved at the October 26, scheduled Annual meeting


Secretary


Date