

CENTRAL FLORIDA COMMUNITY ACTION AGENCY (CFCAA), INC.

MEETING OF THE BOARD OF DIRECTORS

United Way of Marion County
1401 NE 2nd Street
Ocala, FL 34470
March 22, 2018

Members Present: Alena Lawson (Chair), Marlon Gayle (Vice Chair), Scot Quintel (Treasurer), Cheryl Martin, LaShondra Lightsey, and Rev. Earnestine Butler.

Staff Present: Charles Harris (Chief Executive Officer), Carressa Hutchinson (Director of Family Services), Amy Tyson (Chief Financial Officer), Tiffany McKenzie (Director of Community Development), Steve Kay (Director of Weatherization and Housing Initiatives), Teresa Salinas (IT/Reporting), Dotty Rowe (Recorder).

Absent: Board member Katrice Graham (Excused), Eddie Jean Williams (Secretary -Excused)

- I. Called to Order:
Board Chair Lawson called the meeting to order at 3:30 p.m. A quorum was present.
- II. Invocation:
Invocation was given by Rev. Earnestine Butler.
- III. Attendees recited the Pledge of Allegiance to the Flag of the United States of America.
- IV. Welcome, Notice, The Promise of Community Action and public comments.
 - A. Welcome by Board Chair Lawson
 - B. Statement of Notice by Board Chair Lawson
 - C. Recital of "The Promise of Community Action" - All
 - D. Board Chair Lawson stated information about the process for Public Comments.
- V. CONSENT AGENDA (see Board Packet):
Motion was made by Marlon Gayle to formally approve the meeting items contained in the Consent Agenda and seconded by Rev. Butler. Motion unanimously approved. Motion carried.

VI. ACTION ITEMS

A. Approval of Fiscal Year 2016-17 Financial Audit:

Motion was made by Scott Quintel to formally approve the Financial Audit and discuss the auditor's recommendation at the next board meeting and was seconded by LaShondra Lightsey.

Motion unanimously approved.

Motion carried.

B. Approval of January 2018 Financial Statements:

Treasurer Scot Quintel and CFO Amy Tyson presented the January 2018 financial statements.

Motion was made by Ms. Williams to formally approve the January 2018 financial statements and was seconded by Marlon Gayle. Motion unanimously approved.

Motion carried.

C. Approval of 2017 Community Service Block Grant (CSBG) Modification #1 Budget/Work Plan:

Motion was made by Scott Quintel to formally approve the 2017 CSBG Grant Modification #1 Budget/Work Plan and was seconded by Marlon Gayle.

Motion unanimously approved.

Motion carried.

D. Approval of 2017 Weatherization Assistance Program (WAP) Modification #1 Budget/Work Plan:

Motion was made by Marlon Gayle to formally approve the 2017 Weatherization Modification #1 Budget/Work Plan and was seconded by Scott Quintel.

Motion unanimously approved.

Motion carried.

E. Approval of Bylaws with revisions (per attorney review):

Motion was made by Scott Quintel to formally approve revisions of the bylaws and was seconded by Ms. Williams.

Motion unanimously approved.

Motion carried.

F. Approval of 2018-2020 Strategic Plan:

Motion was made by Rev. Butler to formally approve the 2018-2020 Strategic Plan and was seconded by Cheryl Martin.

Motion unanimously approved.

Motion carried.

G. Approval of 2017 LIHEAP Modification #3:

Motion was made by Cheryl Martin to formally approve the 2017 LIHEAP Modification #3 and was seconded by Rev. Butler.

Motion unanimously approved.

Motion carried.

VII. DISCUSSION ITEMS:

A. Board Sponsored annual fundraising event:

Annual fundraiser to be held:

June 14, 2018

1st Methodist Church

Gainesville, FL 32601

11:30-1:00 p.m.

Scott Quintel discussed setting a goal of raising \$5,000 for this event. Discussion was held on setting the ticket price of \$25.00. Board also discussed setting a goal for each board member to raise \$500.00 by ticket sales and/or sponsorship.

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: Board Meeting
May 24, 2018
3:30 p.m.
Gainesville, FL 32601

Upcoming Board Training Opportunities:

**Florida Association for Community Action (FACA) Annual Training Conference
May 15-18, 2018 (Tampa, FL)**

**CAP LAW Annual Training Conference
June 20-22, 2018 (Albuquerque, NM)**


**Community Action Partnership (CAP) Annual Conference
August 28-31, 2018 (Denver, CO)**

**Southeast Association for Community Action Agencies (SEACAA)
October 22 – 25, 2018 (Orlando, FL)**

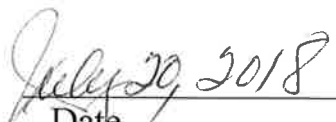
X. Adjournment:

Motion to adjourn meeting was made by Scot Quintel and seconded by Marlon Gayle. Motion unanimously approved. Motion Carried. Meeting was adjourned at 5:25 p.m.

These minutes were approved at the May 24, 2018, regular scheduled Board Meeting.



Secretary



Date