**CASF Board of Directors Minutes**

June 13, 2024 at 8:29 AM

Attending Board Members: Tommy Lane, Daniel Crapps, Debby Kinman-Ford, Gil Levy, Christy Milligan, Darleen Morgan, Chief Jason Shaw, Brenda Thornton, Frank Williams

Attending Team Members: Phil Kabler, Cindy Starling-Hersey

Consultant: Jim Pearce

Guests: Tom Porter, CPA (ProActive Tax & Accounting), LaShay Johnson (Alachua County Health Promotion & Wellness Coalition)

**CALL TO ORDER/QUORUM CHECK**

A quorum was not in attendance with nine Board Members present. Items passed during this Meeting will be ratified at the July 11, 2024 Meeting.

**FINANCIAL MATTERS**

**Action items – SouthState Bank account allocations:**

Following a motion by F. Williams and second by D. Morgan, the following were unanimously approved: (a) Reallocate/close SouthState Bank account – CASF \*8396 (limited purpose compliance) to CDS \*2918 (Money Market; source of original funds); (b) Ratify transfer of IYP-Gainesville Closing proceeds ($496,411.25) from CASF \*5844 to CDS \*9577 (New Shelter).

**BUSINESS MATTERS**

**Report item – Board Summer Break:**

T. Lane reminded that the Board will take a Summer Break during August.

**Report item – Family Promise sale/leaseback:**

P. Kabler reported the Closing occurred, and CDS is now the lessee of the Gainesville shelter. A reserve of $27,000 ($4,500/month) for up to six months of rent was developed.

**Report item – Transfer of Columbia County properties to CASF:**

P. Kabler reported title searches were run for the 1884 SW Grandview Street and 620 Arlington Boulevard properties. Active bank (SunTrust) and a Department of Children and Families mortgage and security agreements were identified. The attorney working to obtain a release of the Gainesville Interface Youth Shelter DCF Mortgage and Security Agreement will communicate with the DCF General Counsel’s representative about doing likewise with the 1884 SW Grandview Street Mortgage and Security Agreement.

**Action item – Report/ratify contracts:**

Copies of the following contracts were included with the Meeting Materials: ((a) CASF – Southern Air (re: IYP-Palatka repair); (b) CASF – LibertyAir (re: Bivens repair). Following motion by F. Williams and second by D. Morgan, the contracts were unanimously ratified.

The meeting adjourned at 9:35AM.