**CDS Board of Directors Minutes**

November 10, 2022 at 8:35 AM (via Zoom due to Hurricane/Tropical Storm Nicole)

Attending Board Members: Tommy Lane, Daniel Crapps, Becky Hunt, Frank Williams, Veita Jackson-Carter

Attending Staff: Phil Kabler, Cindy Starling, Diana Sanchez, Evelitza Soto

Other Attendees: Jim Pearce

**Agenda & Minutes of 9/15/22:**

A quorum was not present. This was an information-only meeting, with matters to acted on during the 1/12/23 Board Meeting.

**Budget report:**

Diana presented the August 2022 Statements with Notes.

**Audit update:**

Diana reported that the CPA audit report is pending.

**Deficit reduction activities:**

Phil reported on activities taken to-date (e.g., overtime review/management, purchase order review/ management/rejection when-appropriate). A centralized ordering/purchasing system will be developed.

**CINS/FINS deliverables**:

Cindy reported that our C/F report card overall was 100% for October; the FL Network recognized the improved performance. Ongoing challenges being address non-residential performed well despite a staffing shortage; SNAP Clinical (family recruitment, participation). Program Reports were attached to the Meeting package.

**Annual Meeting & Celebration:**

Phil reported this will take place on 11/17/2022 at noon at Sweetwater Branch Inn. Board Members were requested to RSVP.

**Contracts signed:**

Phil reported that the following contracts were recently signed: BAYS Florida Collaborative Agreement; Barry University internship; Levy Prevention Coalition/Tartu Foundation; Independent Living Amendment 1.

**Grant Applications:**

Phil reported the status of the following grant applications: BCG Carry-Over (re: IYP-E; $48,507.47 to be earned-out); Gainesville ARPA ($138,153.60 received); Clay Electric Foundation (re: IYP-E; $8,400; plus commitment from Synergy Energy for video equipment, complete fence); Rotary Gainesville Sunrise (re: IYP-C; $5,000); Rotary Gainesville Foundation did not receive); Friends of the Library (SNAP; $2000)

**New IYP-C shelter update:**

Phil reported that on 11/3/22 the Executive Committee instructed him to notify Theory Construction to authorize moving forward with the 9,662 square foot facility, which was done that same day.

**CDS Officer nomination:** Tommy reported that the Executive Committee appointed (on behalf of the Board consistent with By-Laws Article V, Sections VI and VII) Frank Williams as Treasurer, to take office immediately with a 1/1/23 term renewal. No nominations from the floor were presented.

**Poster contest judging:** Phil reported that Paula Moreno on 11/8/22 e-mailed the results of the Board e-mail selection vote (three winners)

**Form/Appoint Standing Development Committee/Chair:** Tommy directed that in the interest of time, this item was deferred/tabled until the 1/12/22 Board Meeting.

**Appoint Committee Members/Chairs:** Tommy reported that he (as President) is appointed the Chair of the Executive Committee and Frank (as Treasurer) is appointed the Chair of the Budget & Finance Committee.

**3rd Circuit SNAP Letter of Interest:**

Phil reported as follows - CDS previously operated a SNAP Clinical/Schools & Communities program in the 3rd Judicial Circuit. Largely due to staffing shortages, that program was turned back to the Florida Network earlier this year to maintain CDS’ good relationship with the Network. The Network has issued a competitive Request for Letters of Interest for that program. At the Executive Committee’s impetus, CDS is currently preparing a Letter of Interest (LOI) to undertake that program. The LOI design will be based upon the 2018 submission; the budget will be based upon a stand-along staff largely, and will substantially mirror the one currently for the existing 8th Judicial Circuit program. A location for the SNAP clinical program will need to be identified. Management has closely evaluated the prospects for a revived 3rd Circuit SNAP program and conveyed the following risk-based concerns: (a) prospect of not meeting the applicable contractual deliverables (largely due to staffing requirements, family enrollment/participation, school participating); (b) requirement for CDS to provide unreimbursed start-up costs (including mandatory off-site training for all employees; amount not yet known); (c) prospect of being unprofitable (due to CDS-provided transportation, staff overtime). The business risk balance to consider is (i) mitigating against third-party entry into CDS’ catchment area versus (ii) potentially damaging CDS’ positive working relationship with the Florida Network if the contractual deliverables are not met.

**Information items:**

Phil reported as follows - the 2023 Legislative Session Organization Session will be held; Becky was recognized on Facebook for her work with Southern Scholarship Foundation; Bishop Christopher Stokes was recognized by the Community Foundation of North Central Florida with a Legacy Award.

The meeting adjourned at 9:09 AM.