



**Early Learning Coalition of Southwest Florida
Nominations & Bylaws Committee
Meeting Minutes
Tuesday, February 2, 2016**

Purpose: This committee will approve and ensure adherence to the Coalition's Bylaws and the responsibilities for recruiting members, nominating officers, and development of Board policies as they relate to Board membership and upholding the Coalition's required membership composition.

Goals: Ensure ELCSW Bylaws are current, reflect all legal requirements, and reviewed annually for Board approval.

- Confirm that the ELCSW Board Policies are reviewed and approved annually by the Board of Directors.
- Provide oversight that the ELCSW Board membership and composition requirements are met.
- Oversee ELCSW Board plan for the recruitment of potential candidates for Board and Committee membership is reviewed annually.

Committee Members Present: Teleconference – Dr. Denis Wright, *Chairperson, Provost and Vice President Academic Affairs, Florida SouthWestern State College*; **Andrew Wozniak, Esq.**, *Salvatori, Wood, Buckel, Carmichael & Lottes*; **Katie Haas**, *Senior Director, Boston Red Sox Florida Business Operations*; In person, **Trina Puddefoot**, *Executive Director, Early Steps/Health Planning Council*

Committee Members Absent: Jennifer Lange, *Director, Little People's School, Naples*; **John Ahern**, *Commissioner, Glades County Board of County Commissioners*

Staff Present: Susan Block, Chief Executive Officer; **Tom Bamrick**, COO

Agenda Items	Discussion	Action/Assignments
Opening of Meeting	<ul style="list-style-type: none"> • Dr. Wright welcomed those on the call at 3:05 pm 	Quorum met.
Approval of Meeting Minutes November 17, 2015	<ul style="list-style-type: none"> • Motion to approve minutes of November 17, 2016. 	Motion by Ms. Puddefoot, Second by Mr. Wozniak. Motion approved
Update of the ELCSW	<ul style="list-style-type: none"> • Early Learning Bills are proceeding through the House and Senate. Ms. Block will keep Board informed on their progress. 	
Board Membership Update:	<ul style="list-style-type: none"> • No further information from the Governor's office about the appointment of a third member to the Board. 	

	<ul style="list-style-type: none"> • Ms. Block is still working on private sector membership for Glades and Collier to complete the Board roster. • The Board roster is still in need of the following: <ul style="list-style-type: none"> • Hendry: Private Sector • Collier, Private Sector • Dr. Wright offered to be alert to potential members in Hendry and Glades counties. 	
<p>Approval of Victor Mraz as Board Member for First Term.</p> <p>Notice of Board Member Change</p>	<ul style="list-style-type: none"> • Request to bring forward the candidacy of Victor Mraz as a Board member beginning a First Term. • Damaris Boone, Early Education Outcomes Analyst, Redlands Christian Migrant Association (RCMA) has been appointed to the Board replacing Patti Young, RCMA. 	Motion by Mr. Wozniak Second by Ms. Puddefoot. Motion approved.
<p>Discussion of Potential Joint Meeting with ELC Sarasota</p>	<ul style="list-style-type: none"> • Ms. Block presented the request for ELCSW and ELC Sarasota Boards to meet and collaborate on issues of joint concern. Potential topics for discussion are wait list management, measuring the quality of child care versus the quantity, private funding and legislative issues. • Dr. Wright offered the use of the FSW campus for a meeting. He suggested that we extend the invitation to Charlotte (Heartlands) and Manatee counties as well. 	<p>Dr. Wright will bring forward the idea to the Executive Committee.</p> <p>Ms. Block will follow up with Janet Kahn, Sarasota CEO and let her know about our conversation.</p>
<p>Adjournment</p>	The meeting adjourned by acclamation at 3:25 p.m.	Dr. Wright
<p>Next Meeting</p>	Tuesday, March 1, 2016	

All meetings will be held at 2675 Winkler Avenue, Fort Myers, FL 33901, unless otherwise announced.