



**Early Learning Coalition of Southwest Florida
Nominations & Bylaws Committee
Meeting Minutes
Tuesday, April 26, 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: **Dr. Denis Wright**, *Chairperson, Provost and Vice President Academic Affairs, Florida SouthWestern State College*; **Trina Puddefoot**, *Executive Director, Early Steps/Health Planning Council (via phone)*

Committee Members Absent: **Andrew Wozniak, Esq.**, *Salvatori, Wood, Buckel, Carmichael & Lottes*; **Katie Haas**, *Senior Director, Boston Red Sox Florida Business Operations*; **John Ahern**, *Commissioner, Glades County Board of County Commissioners*; **Jennifer Lange**, *Director, Little People’s School, Naples*

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. 	No quorum
Approval of Minutes	<ul style="list-style-type: none"> • Motion to approve minutes of November 17, 2015 and February 2, 2016 	Minutes from November 17, 2015, February 2, 2016 and April 24, 2016 will be on the agenda at the May 24, 2016 meeting
ELC Update	<ul style="list-style-type: none"> • No legislative changes during the 2016 Session. 	
Review of Board Vacancies and Recruitment Efforts	<ul style="list-style-type: none"> • Ms. Block stated that the ELC awaits decision from the Governor’s office about the appointment of a third member. 	
Discussion Board Membership to fill vacancies	<ul style="list-style-type: none"> • Ms. Block is still working on private sector 	

<ul style="list-style-type: none"> • Governor Appointee • Hendry: Private Sector • Collier, Private Sector 	<p>membership for Glades and Collier to complete the Board roster.</p> <ul style="list-style-type: none"> • Consideration of increasing the diversity of the Board. 	
<p>Joint Board Meeting, ELC Sarasota</p>	<ul style="list-style-type: none"> • Dr. Wright reiterated his offer to host the meeting and provide lunch. 	<p>Ms. Block will talk with Ms. Kahn, Executive Director of the Sarasota Coalition, about Fridays in September.</p> <p>Proposed meeting will be discussed at the next Executive Committee meeting, 5/11/2016</p>
<p>Other discussion</p>	<ul style="list-style-type: none"> • None 	
<p>Adjournment</p>	<p>The meeting adjourned by acclamation at 3:30 p.m. by Dr. Wright.</p>	
<p>Next meeting</p>	<p>May 24, 2016, 3:00 pm</p>	