



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Nominations & By-Laws Committee via Zoom

Meeting Minutes

September 8, 2022

3:00 pm

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 ELCSWFL Bylaws are current, reflect all legal requirements, and reviewed annually for Board approval.
- Confirm that the ELCSWFL Board Policies are reviewed and approved annually by Board of Directors.
- Provide oversight that the ELCSWFL 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: **Dr. Kelly Roy**, Chair Professor/Early Childhood Education Coordinator, Florida Southwestern State College; **Rebecca McKellar**, Creative World Schools, Private For-Profit Child Care; **Kim Ross**, Ross Dynasty Cares

Committee Members, Absent: **Mary Grace Romo**, Director, Early Childhood Learning Services, Lee County Public Schools
Tanya Williams, Director, Collier County Library Designee-Collier Board of County Commissioners.

Staff Members: **Susan Block**, Chief Executive Officer

Agenda Items	Discussion	Actions
Welcome & Public Comment	Meeting opened at 3:02 PM	<ul style="list-style-type: none"> • Quorum was established
Approval of Meeting Minutes for May 24, 2022	The minutes of the May 24, 2022 Nominations and Bylaws Committee were presented for approval	<ul style="list-style-type: none"> • Motion to approve by Rebecca McKellar. Second by Kim Ross. Motion approved
ELC Bylaws: Revisions by DEL	The approved version of the Bylaws, approved by the Board, January 26, 2022, were presented for further changes based on DEL request to meet all requirements.	<ul style="list-style-type: none"> • Motion to approve the minutes with changes requested by DEL by Rebecca McKellar. Second by Kim Ross. Motion approved.
ELC Update	The ELC is working to fill the latest board member required by DEL rule. This position designated a representative of the DCF Administration.	<ul style="list-style-type: none"> •
Board Development: <ul style="list-style-type: none"> • Strategic Planning: Dashboard 	Susan Block asked for input on the development of a dashboard to monitor progress on the board approved strategic	<ul style="list-style-type: none"> • Susan Block will work with the ELC staff to create a graphic representation of the plan's

<ul style="list-style-type: none"> • Family Child Care: Presentation at 9/28/22 Board Meeting <ul style="list-style-type: none"> • 	<p>plan. Some discussion was held about keeping this simple and making sure that the plan is being implemented</p> <p>Susan Block recommended a mini training for the September 28, 2022 board meeting about family child care. The committee liked this idea.</p>	<p>progress</p> <ul style="list-style-type: none"> • Susan Block will invite Lois Kendrick to present on family child care at the September 28, 2022 board meeting.
<p>Review of Board Vacancies and Recruitment Efforts:</p> <ul style="list-style-type: none"> • Current Roster: Status Update and Roster Review • Governor's Appointees: Developing a Recruitment Strategy • Succession Planning: ELC Board of Directors 	<p>The second term of Marshall Bower ends 12/31/22 and a replacement for the Interim Chair (or Gubernatorial Appointee for this position) is needed</p> <p>Nate Halligan resigned his board position effective 9/14/22. A replacement is needed.</p> <p>Recruitment strategies are needed to ensure appropriate board representation.</p>	<ul style="list-style-type: none"> • Susan Block will talk with Doug Szabo to see if he might be interested in assuming the duties of the ELC Interim Chair effective January 1, 2023
<p>Adjournment:</p>	<ul style="list-style-type: none"> • Meeting has been updated from original schedule to November 1, 2022, 3:00 pm 	<ul style="list-style-type: none"> • Meeting adjourned at 3:22 pm.