



## ELC of SWFL Events Committee Meeting Minutes

### 8:00 a.m. – August 31, 2023

**Purpose:** The purpose of the Events Committee is to create and implement events to build a stronger governance board and improve the ELC’s presence in the community.

**Goals:**

1. To create events that build relationships both internally and externally.
2. To lead planning and implementation of events

**Tara Sherrod, Committee Chair**, Director, First Baptist Preschool, Representative of Faith-Based Childcare Providers  
**Laura Bright**, Chief Advancement Officer, Golisano Children’s Museum  
**Joe Paterno**, Retiree

**Staff:**

**Dr. Melanie Stefanowicz**, CEO  
**Gilda Duran**, Chief Program Officer  
**Monica Gaddy**, Administrative Coordinator

Agenda Item	Facilitator	Discussion and Action
<b>01. Welcome</b>	Tara Sherrod, Chair	Meeting called to order by Tara Sherrod at 8:05 a.m.
<b>02. Approve:</b> Meeting Minutes: April 13, 2023 June 1, 2023	Tara Sherrod	Meeting Minutes: Motion to approve Laura Bright SecondTara Sherrod
<b>03. ELC Business Breakfast</b>	Tara Sherrod	ELC staff made a site visit to the Luminary Hotel located in downtown Fort Myers as a possible event space for the next (BB).  Currently we have no budget to support such an event. Tara gave an overview of the last (BB) Business Breakfast held at Broadway Palms. Laura and Tara both agreed that attendance could have been better. It was concluded that there may have been between 50-75 people in total.  Laura suggested we push the date for our next (BB) out until the fall of 2024. This would allow time to work on building a broader contact list. Work to establish new donors and community support. Laura noted that Dr. Melanie is

		<p>doing great work connecting with our community. Committee requesting more time to increase community awareness and build relationships.</p> <p>Dr. Melanie will continue her work on establishing our target audience for the (BB) as we move forward.</p>
<p><b>04. 2023-2024 events and fundraising initiatives</b></p> <ul style="list-style-type: none"> <li>• Ideas</li> <li>• Board Member Retirement <ul style="list-style-type: none"> <li>○ Mary Grace Romo</li> <li>○ Doug Szabo</li> </ul> </li> </ul>	Tara Sherrod	<p>Fundraising initiatives, Dr. Melanie speaking with other coalitions about their fund-raising efforts. Build on our brand in the community. Seeking donations from our community. Ensuring the correct language is present in all donation letters. We will comply with DEL rules.</p> <p>Mary Grace Romo will be retiring officially in October 2023. Her final meeting will be in the office for our Nomination's and Bylaws meeting. It is suggested that we plan to have a light Breakfast to say thank you and present her with a token of appreciation.</p> <p>Doug Szabo will no longer be on the Board at the end of December 2023. The events committee is looking for a way to celebrate him for his many years of service.</p>
<p><b>05. Next Scheduled Meeting:</b> October 26, 2023</p>	Tara Sherrod	<p>Next Scheduled meeting: October 26, 2023</p> <p>Time change introduced and accepted. By Committee members Tara, Laura. Time for Events Committee meeting will now start at 8:30 a.m. The changes will be reflected on the ELC website.</p>
<p><b>06. Adjournment</b></p>	Tara Sherrod	<p>Motion to adjourn Tara Puddefoot</p> <p>Second by Dr. McBride</p>
<p><b>Attendance</b></p>		<p>Staff: Dr. Melanie Stefanowicz Chief Executive Officer, Gilda Duran Chief Program; Officer, Monica Gaddy Administrative Coordinator</p> <p>Committee Members: Tara Sherrod Committee Chair, Laura Bright Chief Advancement Officer,</p>