



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Board Meeting Agenda

June 21, 2017

4:00-6:00 pm

Board Members: **Gerry Poppe, Board Chair**, *Chief Financial Officer, Waterman Broadcasting*; **Dr. Trina Puddefoot, Board Vice-Chair, Chair-Human Resources (HR) Committee**, *Early Steps Program Director, Health Planning Council of SW Florida*; **Peter Seif, Board Treasurer**, *President, Synergy Networks*; **Joe Paterno, Board Secretary**, *Executive Director, Southwest Florida Workforce Development Board*; **Damaris Boone, Early Education Outcome Analyst**, *Redlands Christian Migrant Association (RCMA)*; **Marshall Bower, President/CEO**, *The Foundation for Lee County Public Schools*; **Stephanie Busin**, *Designee, Glades County Board of County Commissioners*; **Yara Duschene**, *Program Director, RCMA*; **District Katie Haas**, *Senior Director of Florida Business Operations, Boston Red Sox*; **Ashley Houk, Chair Program Committee**, *Preschool Director, First Presbyterian Preschool*; **Jennifer Lange**, *Owner/Director, Little People's School*; **Victor Mraz**, *Financial Representative, Northwestern Mutual*; **Sherrie Quevedo**, *Department of Children and Families, Child Care Licensing*; **Douglas Szabo, Esq.** *Henderson, Franklin, Sterns and Holt*; **Dr. Maureen Ungarean**, *Director of Early Learning Programs, Collier County School District*; **Stephanie Vick** *Health Department Administrator, Collier County*; **Dr. Denis Wright, Chair-Nomination and Bylaws Committee**, *Charlotte Campus President and VP of Economic and Community Development,, Florida Southwestern State College*

(*) *Materials included in Board Packet.*

(**) *Materials available on Sharepoint for Board Members.*

Document Number	Agenda Items	Facilitator/Presenter
	Welcome and Introductions: Dedication of ELC Literacy Nook (Lobby) Introduction: Rodney MacKinnon, Executive Director, Florida Office of Early Learning	Gerry Poppe, <i>CFO, Waterman Broadcasting</i>
	Public Comments	Gerry Poppe
1	1. Executive Committee Report* A. Proposed FY17/18 Finance, Executive & Board Meeting Dates** <u>pg. 1</u>	Gerry Poppe

2 3 4 4 4 4 5	2. Financial Committee* A. Review of Financial Reports** <u>pgs. 2-21</u> B. SR Utilization and Waitlist** <u>pg. 22</u> C. Approval: OEL Grant Agreement** <u>pg. 23</u> D. Renewal: RCMA Immokalee SR/VPK Eligibility Contract-Related Party Contract** <u>pg. 23</u> E. Renewal: RCMA VPK Contract-Board Information Only** <u>pg. 23</u> F. Renewal: Collier County Health Dept. Contract FY2017/18-Board Information Only** <u>pg. 23</u> G. OEL Desk Audit Report February 2017** <u>pgs. 24-26</u>	Peter Seif, Board Treasurer, <i>President, Synergy Networks</i>
6	3. Consent Agenda (Vote required)* Note: Any items on the Consent Agenda can be withdrawn by a Board Member for full Board consideration A. Approval of Board Meeting Minutes of May 10, 2017** <u>pgs. 27-31</u>	Gerry Poppe
	Committee Reports	
	4. Human Resources (HR) Committee A. Update	Dr. Trina Puddefoot, <i>Early Steps Program Director</i>
7	5. Program Committee A. Response to OEL Communication Regarding Assessment** <u>pg. 32</u>	
	6. Nominations and Bylaws Committee A. Motion to Appoint an Interim Chairperson B. Regional Board Meeting, 10/13/17	Dr. Denis Wright, <i>Charlotte Campus President and VP of Economic and Community Development, Florida Southwestern College</i>
8 9	7. Report of the CEO* A. Executive Director's Report** <u>pgs. 33-</u> B. Presentation of Client Satisfaction Survey, Kim Usa, Chief Operating Officer** <u>pgs.</u>	Susan Block, <i>CEO, ELC of SWFL</i>
	8. Adjournment	Gerry Poppe
	Next Board Meeting:	TBD

All meetings will be held at the Early Learning Coalition of Southwest Florida, 2675 Winkler Ave., Ste. 300, Ft. Myers, FL 33901.