



**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**  
**EXECUTIVE COMMITTEE**  
**Meeting Agenda**  
**November 14, 2018**  
**10:00-11:15 AM**

**Purpose:** The Executive Committee is composed of board officers and the chairpersons of Board committees. The Executive Committee is responsible for direction and oversight regarding the overall program and financial management and operations.

**Committee Members :** **Victor Mraz, Vice-Chair and Interim Board Chair**, *Financial Representative, Blue Chip Financial of SWFL*; **Douglas Szabo, Board Treasurer**, *Attorney, Henderson, Franklin, Sterns and Holt*; **Selina Jefferson, Board Secretary**, *Mount Hermon Ministries/Dew of Hermon Early Learning Center*; **Damaris Boone, Chair-Program Committee**, *Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA)*; **Jason Himschoot, Chair-Human Resources Committee**, *Attorney, Goede, Adamczyk, Deboest and Cross, PLLC*; **Dr. Denis Wright, Chair-Nominations & Bylaws Committee**, *Interim Dean –School of Health Professions, Florida Southwestern State College*

(\*) *Materials included in Executive Committee Packet.*

(\*\*) *Materials posted on Sharepoint for Committee Members.*

Agenda Items	Facilitator/Presenter
<b>Welcome and Introductions</b>	Victor Mraz, <i>Financial Representative, Blue Chip Financial of SWFL</i>
<b>Public Comments</b>	Victor Mraz
<b>1. Executive Committee*</b> <b>A. Approval of Meeting Minutes of September 20, 2018**</b> <u>pgs.</u> <b>B. Motion to move SR Plan Amendments to ELC Board**</b> <u>pgs.</u> <b>C. Appeals Hearing, November 1, 2018, Report</b> <b>D. Events Committee - Report</b>	Victor Mraz
<b>2. Vote to Move the Board Meeting Minutes of October 3, 2018**</b> <u>pgs.</u>	Victor Mraz
<b>3. Finance Committee*</b> <b>A. SR Utilization Forecast**</b> <u>pg.</u> <b>B. Review of Utilization Reports and Statements of Revenues and Expenditures**</b> <u>pgs.</u>	Doug Szabo, Esq., <i>Henderson, Franklin, Sterns and Holt</i>

<p><b>C. Budget Modification: Proposed Increase to Health Insurance Benefit** <u>pgs.</u></b></p>	
<p><b>4. Human Resources Committee*</b>  <b>A. 401 K: Motion to Rescind Policy Change** <u>pg.</u></b>  <b>B. Employee Reference Guide: Motion to Forward Draft Changes to Full Board** <u>pgs.</u></b>  <b>C. ELC Executive Director: Annual Performance Evaluation** <u>pg.</u></b></p>	<p>Jason Himschoot, Esq.,, <i>Goede, Adamczyk, Deboest and Cross, PLLC</i></p>
<p><b>5. Nominations &amp; Bylaws Committee*</b>  <b>A. Slate of Officers – January 1-December 31, 2019** <u>pg.</u></b>  <b>B. Motion to Approve Full Board Terms for Marshall Bower, Michele King, Doug Szabo, and Jason Himschoot (January 1, 2019-December 31, 2022** <u>pg.</u></b>  <b>C. Board Member Recruitment Tools** <u>pgs.</u></b></p>	<p>Dr. Denis Wright, <i>Interim Dean –School of Health Professions, Florida Southwestern State College</i></p>
<p><b>6. Review Agenda for the Board Meeting, December 5, 2018** <u>pgs.</u></b></p>	
<p><b>Adjournment</b></p>	
<p><b>Next Meeting</b></p>	<p><b>Wednesday, January 16, 2019</b></p>

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