



**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**  
**EXECUTIVE COMMITTEE**  
**Meeting Agenda**  
**September 18, 2019**  
**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, Board Chair**, *Financial Representative, Blue Chip Financial of SWFL*; **Marshall Bower**, Vice Chair, Cahir, Events (Ad Hoc) Committee; *President/CEO, The Foundation for Lee County Public Schools*; **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. Kelly Roy, 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. Executive Committee: Update</b> <b>B. Approval of Anti-Fraud Plan FY19/20**</b> <u>pgs.</u> <b>C. Approval of Meeting Minutes of June 5, 2019**</b> <u>pgs.</u> <b>D. Move: Policy 220.4**</b> <u>pg.</u>	Victor Mraz
<b>2. Vote to Move the Board Meeting Minutes of June 19, 2019**</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>

<b>C. FY 2020: Budget Update**</b> <u>pgs</u>	
<b>4. HR/Personnel Committee</b> A. ERG Update: Section 707** <u>pg.</u> B. Salary Plan Implementation C. Timeline for Executive Director Evaluation	Jason Himschoot, <i>Attorney, Goede, Adamczyk, Deboest and Cross,</i>
<b>5. Events (Ad Hoc) Committee</b> A. Board Sponsored “ELC Staff Appreciation” Luncheon, Oct. 11, 2019 B. Business Breakfast, May 8, 2020 – Save the Date	Marshall Bower, <i>President/CEO, The Foundation for Lee County Public Schools</i>
<b>6. Program Committee</b> A. Status: Southwest Florida Stars	Damaris Boone, <i>Chair-Program Committee, Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA);</i>
<b>7. Nominations &amp; Bylaws Committee</b> A. Early Steps Member: Brooke Delmotte** <u>pgs.</u> B. Recruiting Candidates for Gubernatorial Appointments C. Board Development: Plan for Oct. 2, 2019 Board Meeting	Dr. Kelly Roy, <i>Professor/Coordinator, Early Childhood Education, Florida Southwestern State College</i>
<b>8. Review Agenda for the Board Meeting, October 2, 2019**</b> <u>pgs.</u>	Victor Mraz
<b>Adjournment</b>	Victor Mraz
<b>Next Meeting</b>	<b>November 6, 2019</b>

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