



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
Nominations & By-Laws Committee
Meeting Minutes
May 21, 2019 – via ZOOM
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 (via Zoom); **Kim Ross**, Ross Dynasty Cares (via Zoom);

Committee Member, Absent: **Elizabeth Pineda**, Early Steps/Health Planning Council; **Selina Jefferson**, Dew of Hermon Child Care. **Scott Bass**, Superintendent, Glades County Public Schools

Staff Members: Susan Block, Chief Executive Officer;

Agenda Items	Discussion	Actions
Welcome and Introductions	<ul style="list-style-type: none"> • Meeting opened at 3:03 pm 	
Approval of Meeting Minutes for <ul style="list-style-type: none"> • January 8, 2019 & April 23, 2019 	<ul style="list-style-type: none"> • Minutes could not be approved due to the lack of a quorum. 	<ul style="list-style-type: none"> • Motion tabled
ELC Update	<ul style="list-style-type: none"> • Ms. Block shared that the challenges from EFS Portal continue to be time consuming. • Kindergarten Readiness Rates were released. 	
Review of Board Vacancies and Recruitment Efforts: <ul style="list-style-type: none"> • Governor’s Appointees: Status • DCF Appointee: Status 	<ul style="list-style-type: none"> • More applications are needed for consideration of appointees. At the upcoming board meeting, Dr. Roy will ask board members to help recruit potential appointees. 	<ul style="list-style-type: none"> • Ms. Block will contact Mr. Halligan about updating his application once he reaches the 6-month mark and it needs to be renewed.

	<ul style="list-style-type: none"> The ELC continues to await the appointment of a replacement for the required board seat. 	
Board Member Development	<ul style="list-style-type: none"> The Board requested development that would help to improve their knowledge about the program. The first board meeting of the year will be extended, 8:30-11:30 am) to allow time for this discussion. 	<ul style="list-style-type: none"> An ELC “Jeopardy” Game will be developed. Dr. Roy will work with Ms. Block and staff to create.
Calendar of Nominations and Bylaws Committee: FY 2020	<ul style="list-style-type: none"> 	
Adjournment: Next meeting – To be Determined	<ul style="list-style-type: none"> The meetings will continue to be held on Tuesday however, may be moved earlier to encourage attendance The next meeting is September 10, 2019. Meeting adjourned at 3:25 PM 	<ul style="list-style-type: none"> Ms. Block will reach out to Ms. Jefferson, Ms. Pineda, and Mr. Bass to see if a 1:00 pm starting time is more convenient.

Meetings are held via Zoom. <https://zoom.us/j/2875559962>