



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
Nominations & By-Laws Committee
Meeting Minutes
September 10, 2019
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)*; **Selina Jefferson**, Dew of Hermon Child Care. **Scott Bass**, Superintendent, Glades County Public Schools

Committee Member, Absent: **Elizabeth Pineda**, *Early Steps/Health Planning Council*; **Kim Ross**, *Ross Dynasty Cares (via Zoom)*;

Staff Members: Susan Block, Chief Executive Officer;

Agenda Items	Discussion	Actions
Welcome and Introductions	<ul style="list-style-type: none"> • Dr. Roy opened the meeting at 3:04 pm. 	<ul style="list-style-type: none"> • A quorum was established.
Approval of Meeting Minutes for <ul style="list-style-type: none"> • January 8, 2019 , April 23, 2019 & May 21, 2019 	<ul style="list-style-type: none"> • Minutes from the last three committee meetings were presented. 	<ul style="list-style-type: none"> • Motion to approve all three sets of minutes by Mr. Bass, second by Ms. Jefferson. Motion approved.
ELC Update	<ul style="list-style-type: none"> • The Fiscal closeout for 2018-19 continues to pose challenges to the ELC based on challenges due the Portal (the statewide information system). • Shan Goff has returned as Executive Director of the Florida Office of Early Learning/Department of Education. 	

<p>Review of Purpose Statement</p> <ul style="list-style-type: none"> • Board Development Plan: October 2, 2019 ELC “Jeopardy” • Committee Work Plan, FY 2020 	<ul style="list-style-type: none"> • Dr. Roy is working with Ms. Block to develop training for the October 2, 2019 board meeting. She will use a web-based survey to engage members in a discussion about the primary work of the ELC. 	
<p>By-Laws: Proposed Update</p> <ul style="list-style-type: none"> • Events Committee 	<ul style="list-style-type: none"> • Ms. Block will present revised By-laws to create a standing Events Committee. Currently, the committee is ad hoc. 	
<p>Review of Board Vacancies and Recruitment Efforts:</p> <ul style="list-style-type: none"> • Current Roster: Review • Governor’s Appointees: Status 	<ul style="list-style-type: none"> • We need to continue recruiting potential appointees for the Governor’s consideration. Dr. Roy will remind everyone at the next board meeting. • Two members of our board are completing their first term and are eligible for a second term. If they agree, the committee will present them for consideration at the November 20th board meeting. 	<ul style="list-style-type: none"> • Ms. Block will talk with Nate Halligan and Jeff Alluri about nominations for a second term.
<p>Adjournment: Next meeting – October 29, 2019 3:00 pm</p>	<ul style="list-style-type: none"> • Meeting adjourned at 3:19 pm. 	

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