



**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**  
**EXECUTIVE COMMITTEE**  
**Meeting Agenda**  
**May 31, 2017**  
**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 :** **Gerry Poppe, Board Chair**, *Chief Financial Officer, Waterman Broadcasting*; **Dr. Trina Puddefoot, Board Vice-Chair, Chair-Human Resources (HR) Committee**, *Early Steps Program Director*; **Peter Seif, Board Treasurer**, *President, Synergy Networks*; **Joe Paterno, Board Secretary**, *Executive Director, Southwest Florida Workforce Development Board*; **Ashley Houk, Chair-Program Committee**, *Preschool Director, First Presbyterian Preschool*; **Dr. Denis Wright, Chair-Nominations & Bylaws Committee**, *Charlotte Campus President and VP of Economic & Community Development, Florida Southwestern State College*

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

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

<b>Agenda Items</b>	<b>Facilitator/Presenter</b>
<b>Welcome and Introductions</b>	Gerry Poppe, <i>CFO, Waterman Broadcasting</i>
<b>Public Comments</b>	Gerry Poppe
<b>1. Executive Committee*</b> <b>A. Approval of Meeting Minutes of April 25, 2017** <u>pgs.</u></b> <b>B. Proposed FY17/18 Finance, Executive &amp; Board Meeting Dates** <u>pg.</u></b>	Gerry Poppe
<b>2. Vote to Move the Board Meeting Minutes of May 10, 2017** <u>pgs.</u></b>	Gerry Poppe

<p><b>3. Finance Committee*</b></p> <p><b>A. Review of Financial Reports** <u>pgs.</u></b></p> <p><b>B. SR Utilization Forecast** <u>pg.</u></b></p> <p><b>C. Renewal: RCMA Immokalee SR/VPK Eligibility Contract-Related Party Contract** <u>pgs.</u></b></p> <p><b>D. Renewal: RCMA VPK Contract-Board Information Only** <u>pgs.</u></b></p> <p><b>E. Renewal: Collier County Health Dept. Contract FY2017/18-Board Information Only** <u>pgs.</u></b></p> <p><b>F. Approval: Hearing and Vision Equipment Sale** <u>pg.</u></b></p> <p><b>G. OEL Desk Audit Report February 2017** <u>pgs.</u></b></p>	<p>Peter Seif, <i>President, Synergy Networks</i></p>
<p><b>4. Nominations &amp; Bylaws Committee</b></p> <p><b>A. Motion to appoint an Interim Chairperson</b></p> <p><b>B. Regional Board Meeting, 10/13/17</b></p>	<p>Dr. Denis Wright, <i>Charlotte Campus President and VP of Economic &amp; Community, Florida Southwestern State College</i></p>
<p><b>5. Program Committee</b></p> <p><b>A. Response to OEL Communication Regarding Assessment (pgs.)</b></p>	<p>Ashley Houk, <i>Preschool Director, First Presbyterian Preschool</i></p>
<p><b>6. Review Agenda for the Board Meeting, June 21, 2017** <u>pgs.</u></b></p>	<p>Gerry Poppe</p>
<p><b>Adjournment</b></p>	
<p><b>Next Meeting</b></p>	<p><b>TBD</b></p>

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