



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Nominations & By-Laws Committee

Meeting Minutes

October 30, 2018

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. Denis Wright**, Chairperson *Provost and Vice President Academic Affairs, Florida Southwestern State College* (in person); **Kim Ross**, *Ross Dynasty Cares*; (Via phone);

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

Staff Members: Susan Block, Chief Executive Officer

Agenda Items	Facilitator/Presenter	
Welcome and Introductions	<ul style="list-style-type: none"> • Meeting opened at 3:07pm. 	
Approval of Meeting Minutes for <ul style="list-style-type: none"> • September 4, 2018 	<ul style="list-style-type: none"> • No quorum was present. 	Tabled until 1/8/19 meeting
ELC Update	<ul style="list-style-type: none"> • ELC staff are busy preparing for upcoming audits; two by OEL; one fiscal audit. • EFS Modernization continues to create challenges for the ELC staff, providers and families. 	
Review of Board Vacancies and Recruitment Efforts: <ul style="list-style-type: none"> • Governor's Appointees: Status 	<ul style="list-style-type: none"> • Susan Block reported no update on the Governor's Appointments • Nominations are needed for the terms beginning January 1, 2019 for four existing ELC Board members to extend their board membership. 	<ul style="list-style-type: none"> • Without a quorum, no formal motion was presented. • A motion to nominate Marshall Bower, Jason Himschoot, Michele King and Doug Szabo will be presented at the

<ul style="list-style-type: none"> Nomination for January 2019 terms: Bower, Himschoot, King & Szabo FSW Designee, January 1, 2019, Dr. Kelly Roy 	<ul style="list-style-type: none"> Dr. Wright confirmed that Dr. Kelly Roy, Professor, Early Education, FSW, has been appointed as the new designee. 	<p>November 14, 2018 Executive Committee meeting.</p> <ul style="list-style-type: none"> Dr. Roy's term begins January 1, 2019.
<p>Board Member Recruitment Effort</p> <ul style="list-style-type: none"> Sample recruitment letter 	<ul style="list-style-type: none"> The letter and board expectations were reviewed for content 	<ul style="list-style-type: none"> Samples will be shared at the Executive Committee meeting, November 14, 2018
<p>Committee Chair</p> <ul style="list-style-type: none"> Effective January 2019 	<ul style="list-style-type: none"> Ms. Ross is unable to accept the invitation to chair the committee at this time. Ms. Block will discuss the vacancy with Mr. Mraz. 	
<p>Adjournment</p>	<ul style="list-style-type: none"> The meeting adjourned at 3:21 pm 	
<p>Next meeting</p>	<p>January 8, 2019, 3 pm</p>	<p>Meeting appointments will be sent to committee members.</p>

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