



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE
Meeting Agenda
February 10, 2016
10:00 – 11:15 AM

Purpose: The Executive Committee is composed of 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*; **Trina Puddefoot, Board Vice-Chair, Chair-HR/Personnel Committee**, *Early Steps Program Director , Early Steps-Health Planning Council*; **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. Joe Pepe, Chair-Health, Safety, and Developmental Services Committee**, *Health Department Administrator, Hendry & Glades Counties*; **Dr. Denis Wright, Chair-Nominations & Bylaws Committee**, *Charlotte Campus President and V/P of Economic & Community Development, Florida Southwestern State College.*

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

(**) *Materials sent electronically to Committee Members.*

Agenda Items	Facilitator/Presenter	Suggested Time Frames
Welcome and Introductions	Gerry Poppe, <i>CFO, Waterman Broadcasting</i>	
1. Executive Committee* A. Approval of Meeting Minutes of December 2, 2015** <u>pgs.</u> B. Strategic Planning Meeting Follow-up <u>pgs.</u> C. Executive Director: Annual Evaluation Results & Recommendation	Gerry Poppe	
2. Vote to Move the Board Meeting Minutes of December 16, 2015** <u>pgs.</u>	Gerry Poppe	

3. Finance Committee* A. Review of Financial Reports** <u>pgs.</u> B. Review Draft Policies <u>pgs.</u> C. SR Utilization Forecast <u>pgs.</u> D. Draft Audit Presentation: Moss, Krusick & Associates <u>pgs.</u>	Peter Seif, Board Treasurer, <i>President, Synergy Networks</i>	
4. Human Resources Committee A. Draft: Proposal to Change Holidays	Trina Puddefoot, <i>Early Steps Program Director, Health Planning Council of SW Florida;</i>	
5. Nominations & By-Laws Committee* A. Motion: V. Mraz, Term 1 B. Approval of Revised Coalition Plan Elements <u>pgs.</u>	Dr. Denis Wright, <i>Charlotte Campus President and V/P of Economic & Community, Florida Southwestern State College.</i>	
6. Review Agenda for the Board Meeting, February 24, 2016** <u>pgs.</u>	Gerry Poppe	
Adjournment		
Next Meeting	March 9, 2016	

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