



# EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

## Nominations & By-Laws Committee

### Meeting Minutes

October 24, 2017

**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 Present:** **Dr. Denis Wright**, Chairperson *Provost and Vice President Academic Affairs, Florida Southwestern State College*; **Trina Puddefoot**, *Executive Director, Early Steps/Health Planning Council*

**Committee Members Absent:**; **Stephanie Busin**, *Designee, Glades County Board of County Commissioners*; **Jennifer Lange**, *Director, Little People's School, Naples*.

**Staff Members:** Susan Block, Chief Executive Officer; Kim Usa, Chief Operating Officer

Agenda Items	Discussion	Action/Assignments
<b>Opening of Meeting Welcome and Introductions</b>	<ul style="list-style-type: none"> <li>• Dr. Wright opened the meeting at 3:11 pm.</li> </ul>	<ul style="list-style-type: none"> <li>• No quorum was established</li> </ul>
<b>Approval of Meeting Minutes for</b> <ul style="list-style-type: none"> <li>• April 4, 2017</li> <li>• May 23, 2017</li> <li>• August 22, 2017</li> </ul>		<ul style="list-style-type: none"> <li>• Tabled for next committee meeting</li> </ul>
<b>ELC Update</b>	<ul style="list-style-type: none"> <li>• Susan Block reported that the 2018 Legislative Session begins early and that an early learning bill is being drafted.</li> </ul>	
<b>Review of Board Vacancies and Recruitment Efforts:</b>	<ul style="list-style-type: none"> <li>• 4 business seats and 1 gubernatorial appointment needed to fill all board vacancies.</li> </ul>	<ul style="list-style-type: none"> <li>• Susan Block will confirm the interest of Ms. Bolognese for the Faith Based seat.</li> </ul>

<ul style="list-style-type: none"> <li>• Member Change: Early Steps, Kristin Peras</li> <li>• Review of Potential Member Applications <ul style="list-style-type: none"> <li>○ Faith-Based Provider Seat</li> <li>○ Private, For Profit Provider Seat</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Susan Block has requested designees from Glades County School Superintendent Scott Bass and from Lee County Board of County Commissioners. These seats do not require board approval and she is working to have named appointments by January 1, 2018.</li> <li>• Dr. Puddefoot will be stepping down as the representative from an IDEA Program. Kristin Peras will take her place</li> <li>• One application was received for the Faith-Based Provider seat (Lee County) from Nancy Bolognese back in April 2017. The committee was supportive of the application.</li> <li>• Two applications were received and considered by the committee to serve fill the Private, For Profit Provider Seat (Hendry/Glades). Both candidates could serve the Coalition well as their programs have SR and VPK contracts. The committee will recommend that Rita Dellatore of Kids City for the seat.</li> </ul>	
<p><b>Board Development</b></p> <ul style="list-style-type: none"> <li>• October 13<sup>th</sup>, Regional Meeting Report</li> <li>• January Annual Meeting; Board Orientation?</li> </ul>	<ul style="list-style-type: none"> <li>• Susan Block shared the evaluation from the meeting- the reviews by participants were favorable. Dr. Miller’s presentation was well received. In the future, if the meeting is to be repeated, more time for networking will be allowed to promote sharing between the coalition board members in attendance.</li> <li>• The January meeting is where the office slate of officers for the Coalition Board is voted. Since there are a number of new board members beginning their terms, Susan asked whether we should include some board training within the January meeting. The committee thought it was a good idea and asked that this be discussed at the upcoming board meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Denis Wright will ask for feedback on possible training topics at the annual meeting when the board meets on November 15<sup>th</sup>.</li> </ul>
<p><b>Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Dr. Wright asked that Susan Block share the report by Rodney McKinnon regarding reduction of the number of coalitions statewide</li> <li>• The meeting ended at 3:40 pm</li> </ul>	<ul style="list-style-type: none"> <li>• Susan Block will share the report with the Board.</li> </ul>
<p><b>Next Meeting:</b></p>	<ul style="list-style-type: none"> <li>• December 12, 2017</li> </ul>	

*All meetings will be held at 2675 Winkler Avenue, Fort Myers, FL 33901 unless otherwise announced.  
A call-in option is available – please let Susan Block if you plan to call in. Call in # 515-603-4913, Access Code 826749#  
Meeting materials are available on the ELC SharePoint*