



# EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

## Nominations & By-Laws Committee

### Meeting Minutes

December 12, 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*; **Elizabeth Pinedo**, *Early Steps/Health Planning Council*; **Kim Ross**, *Ross Dynasty Cares (via phone)*; **Jason Himschoot**, *Esq., Goede, Adamczyk, DeBoest & Cross, PLLC*;

**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</b> <b>Welcome and Introductions</b>	<ul style="list-style-type: none"> <li>• Dr. Wright opened the meeting at 3:02 pm.</li> </ul>	<ul style="list-style-type: none"> <li>• 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> <li>• October, 24, 2017</li> </ul>	<ul style="list-style-type: none"> <li>• Motion to approve 2017 meeting minutes from April 4th, May 23<sup>rd</sup>, August 22<sup>nd</sup>, and October 24<sup>th</sup>.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion by Mr. Himschoot; Second by Ms. Ross. Motion approved.</li> </ul>
<b>ELC Update</b>	<ul style="list-style-type: none"> <li>• Ms. Block reported on activities of legislative committees, ahead of the 2018 Session which begins in January. Coalition mergers, the Early Grade Success Bill, Early Learning Accountability Bill and SR</li> </ul>	

	Provider Eligibility may be reflected in legislative actions this coming session.	
<b>Review of Board Vacancies and Recruitment Efforts:</b> <ul style="list-style-type: none"> <li>Member Updates:</li> <li>Lee BOCC Designee</li> <li>Hendry/Glades Superintendent's Designee: Scott Bass, Superintendent, Glades County (no action required)</li> <li>Lee County, Faith Based Seat.: Amy O'Malley (applicant); Selina Jefferson (applicant)</li> </ul>	<ul style="list-style-type: none"> <li>Ms. Block update the committee on assignments, beginning January 1, 2018:</li> <li>Scott Bass, Glades County School Superintendent will fill the school district.</li> <li>Awaiting a designee to be appointed on behalf of the Lee Board of County Commissioners.</li> <li>Dr. Puddefoot will be stepping down as the representative from an IDEA Program. Elizabeth Pineda took over for Dr. Puddefoot.</li> <li>Ms. Rita Dellatore was approved by the Board to fill the Private, For Profit Provider Seat (Hendry/Glades).</li> <li>Two applications were received and considered by the committee to serve fill the Faith-Based Provider Seat (Lee County). Both candidates could serve the Coalition equally well as their programs have Coalition contracts. The committee will recommend Selina Jefferson, Dew of Hermon, for the seat.</li> </ul>	<ul style="list-style-type: none"> <li>Motion to nominate Selina Jefferson as the Faith-Based Provider member will be presented to the Board made by Ms. Pineda; Seconded by Ms. Ross. Motion approved.</li> </ul>
<b>Board Development</b> <ul style="list-style-type: none"> <li>Proposed Slate of Officers: 2018: Interim Chair, Peter Seif; Vice Chair, Treasurer: Doug Szabo, Secretary</li> <li>January Annual Meeting: Board Development</li> </ul>	<ul style="list-style-type: none"> <li>Ms. Block talked about the need to present a slate of officers to the board at its Annual Meeting (Per Bylaws).</li> <li>Ms. Block asked for suggestions about a presentation at the January meeting to support board development. Dr. Wright suggested that provider presentation on School Readiness and VPK be the focus.</li> </ul>	<ul style="list-style-type: none"> <li>Motion to present the 2018 Slate of Officers by Mr. Himschoot; Second by Ms. Pineda. Motion Approved.</li> <li>Ms. Block will invite two providers to the January meeting to make 5-7 minute presentations of their programs.</li> </ul>
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>The meeting ended at 3:26 pm</li> </ul>	
<b>Next Meeting:</b>	<ul style="list-style-type: none"> <li>February 27, 2018</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*