



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
Nominations & By-Laws Committee
Meeting Minutes
October 29, 2019
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. Kelly Roy**, Chair Professor/Early Childhood Education Coordinator, Florida Southwestern State College (via Zoom); **Selina Jefferson**, Dew of Hermon Child Care. **Kim Ross**, Ross Dynasty Cares (via Zoom);

Committee Member, Absent: **Scott Bass**, Superintendent, Glades County Public Schools; **Roger Mercado**, Director, Lee County Human and Veteran Services, Designee-Lee Board of County Commissioners

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

Agenda Items	Discussion	Actions
Welcome and Introductions	<ul style="list-style-type: none"> • Dr. Roy opened the meeting at 3:06 pm. 	<ul style="list-style-type: none"> • Quorum established.
Approval of Meeting Minutes for <ul style="list-style-type: none"> • September 10, 2019 	<ul style="list-style-type: none"> • Minutes from the last committee meetings was presented. 	<ul style="list-style-type: none"> • Motion to approve minutes by Ms. Ross; Second by Ms. Jefferson. Motion approved.
ELC Update	<ul style="list-style-type: none"> • There is some conversation about potential changes to the role and function of the Early Learning Advisory Committee (the Coalition Chairs). Potentially, this will be reflected in upcoming legislative session. 	<ul style="list-style-type: none"> •
Review of Purpose Statement <ul style="list-style-type: none"> • Board Development Plan: October 2, 2019 ELC “Jeopardy” 	<ul style="list-style-type: none"> • Dr. Roy used a web-based survey to engage members in a discussion about the primary work of 	

<ul style="list-style-type: none"> Committee Work Plan, FY 2020 	<p>the ELC. Members were engaged and seemed to enjoy the activity.</p> <ul style="list-style-type: none"> The committee agreed that an annual development session with the board is sufficient. 	
<p>By-Laws: Proposed Update</p> <ul style="list-style-type: none"> Events Committee 	<ul style="list-style-type: none"> Ms. Block presented revised By-laws to create a standing Events Committee. Currently, the committee is ad hoc. 	<ul style="list-style-type: none"> Motion to approve changes to the Bylaws to create a standing Events Committee by Ms. Jefferson. Seconded by Ms. Ross. Motion approved.
<p>Review of Board Vacancies and Recruitment Efforts:</p> <ul style="list-style-type: none"> Current Roster: Review Governor's Appointees: Status 	<ul style="list-style-type: none"> We need to continue recruiting potential appointees for the Governor's consideration. Dr. Roy will remind everyone at the next board meeting. Two members of our board are completing their first term and are eligible for a second term. If they agree, the committee will present them for consideration at the November 20th board meeting. Selina Lucas will serve the last year of the Collier County DOH term for Cindy Whetsell who retired. 	<ul style="list-style-type: none"> Dr. Roy will remind board members to refer potential appointees to the ELC. A motion to approve terms (January 1, 2020-December 31, 2023) for Nate Halligan and Jeff Alluri will be made at the November board meeting.
<p>Adjournment: Next meeting – January 7, 2020 3:00 pm</p>	<ul style="list-style-type: none"> Meeting adjourned at 3:20 pm. 	

Meetings are held via Zoom. <https://zoom.us/j/2875559962>