



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
Nominations & By-Laws Committee via Zoom
Meeting Minutes
February 15, 2022
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; **Rebecca McKellar**, Creative World Schools, Private for-Profit Child Care; **Kim Ross**, Ross Dynasty Cares **Mary Grace Romo**, Director, Early Childhood Learning Services, Lee County Public Schools and **Tanya Williams**, Director, Collier County Library *Designee-Collier Board of County Commissioners*.

Staff Members: **Susan Block**, Chief Executive Officer

Agenda Items	Discussion	Actions
Welcome & Public Comment		<ul style="list-style-type: none"> • Quorum was established
Approval of Meeting Minutes for <ul style="list-style-type: none"> • January 4, 2022 		<ul style="list-style-type: none"> • Motion to approve the January 4, 2022, minutes by Rebecca McKellar. Second by Mary Grace Romo. Motion approved.
ELC Update	<ul style="list-style-type: none"> • The focus of the update by Susan Block was about human resources work to manage the increased workload at the coalition. Currently, only 53 of 64 full time equivalents positions are filled. Significant grant funding and new legislative mandates have necessitated a revisiting of our organizational chart. 	

	<ul style="list-style-type: none"> The Florida Legislature is at the midpoint of this year's session. Amongst the items under consideration are a funding formula for school readiness. 	
Review of Board Vacancies and Recruitment Efforts: <ul style="list-style-type: none"> Current Roster: Status Update and Roster Review Governor's Appointees: Status 	<ul style="list-style-type: none"> Susan Block reviewed the current board roster, making corrections to note that Mary Grace Romo is the School District Designee, and Rebecca McKellar is the Private For-Profit Child-Care Representative. She noted that that this board is subject to the Sunshine Law and that the board requirements are named in Florida statute. There are three vacancies for Gubernatorial appointees. Committee members asked questions about recruitment of these appointees. 	
Board Development *Board Training March 16, 2022 Strategic Planning: May 2022	<ul style="list-style-type: none"> Susan Block suggested that the March Training could include a summary presentation of legislation passed in 2022 and its impact on the ELC It is time to update the ELC's Strategic Plan. Susan Block suggested that Executive Director of the Association of Early Learning Coalitions, Erin Smeltzer, would be uniquely qualified to facilitate the session. The committee was supportive of this suggestion. Rebecca McKellar asked whether the meetings would be in person. Susan Block responded that as of March, the ELC would conduct hybrid meetings, opening the building for members to attend in person or to join via Zoom 	<ul style="list-style-type: none"> Motion for March training to be presented by Susan Block regarding 2022 legislation to Tanya Williams. Kim Ross seconded. Motion approved. Susan Block will reach out to Erin Smeltzer to see if she is available and willing to facilitate the session.
Adjournment: Next meeting – April 12, 2022	<ul style="list-style-type: none"> Meeting ended at 3:25 pm. 	<ul style="list-style-type: none"> Motion to adjourn by Tanya Williams. Second by Mary Grace Romo. Motion approved.