



# EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Nominations & By-Laws Committee via Teams

Meeting Minutes

April 6, 2023

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:

**Rebecca McKellar**, *Committee Chair*, Creative World Schools, Private For-Profit Child Care

**Dr. Kelly Roy**, *Professor/Early Childhood Education Coordinator*, Florida Southwestern State College

**Mary Grace Romo**, *Director*, Early Childhood Learning Services, Lee County Public Schools

**Kim Ross**, Ross Dynasty Cares

**Tanya Williams**, *Interim Director*, Public Services Department, Collier County *Designee-Collier Board of County Commissioners*.

## Committee Members, Absent:

**Staff Members:** **Susan Block**, Chief Executive Officer and **Dr. Melanie Stefanowicz**, Incoming Chief Executive Officer

Agenda Items	Discussion	Actions
<b>Welcome &amp; Public Comment</b>	Meeting opened at 3:05 pm by Committee Chair, Rebecca McKellar	<ul style="list-style-type: none"> <li>• There was no quorum present.</li> </ul>
<b>Approval of Meeting Minutes for February 23, 2023</b>		<ul style="list-style-type: none"> <li>• Tabled until June 1, 2023.</li> </ul>
<b>ELC Update</b> <ul style="list-style-type: none"> <li>• <b>2023 Legislative Session</b></li> </ul>	SB 990 remains in committees. We are watching the budget negotiations of the Legislature.	
<b>New Member Applications:</b> <ul style="list-style-type: none"> <li>• <b>Ismail</b></li> <li>• <b>Keo</b></li> <li>• <b>Ortega</b></li> <li>• <b>Watson</b></li> </ul>	After some discussion, it was decided that follow-up letters would be sent to applicants to clarify whether they intended to apply to the board.	<ul style="list-style-type: none"> <li>• Susan Block will send follow-up letters to applicants.</li> </ul>

<p><b>Member Orientation: Review of Onboarding Process</b></p>	<p>Susan Block reviewed the current process, including a demonstration of the Board SharePoint. This information needs to be updated.</p> <p>For the FY 2024, the committee is interested in creating a few board meetings where there is an emphasis on meeting in person. There will be further discussion about this when the calendar is presented.</p>	<ul style="list-style-type: none"> <li>• This discussion will be continued at the June 1, 2023, committee meeting.</li> </ul>
<p><b>Board Development:</b></p> <ul style="list-style-type: none"> <li>• 2023 Meetings: Family Child Care, Lee BOCC Capacity Grant</li> <li>Strategic Planning: Review of DRAFT Dashboard: Quarterly Reporting</li> </ul>	<p>Board development topics for May (Lois Kendrick) and June (BOCC Grant Presentation and Strategic Planning Dashboard) meeting were confirmed</p>	
<p><b>Review of Board Vacancies and Recruitment Efforts:</b></p> <p>Governor's Appointees</p>	<p>Laura Bright, new ELC board member as of January 1, 2023, is applying to the Governor's office to be considered for appointment as ELC of SWFL Board Chair. We've requested a letter of recommendation from Rep. Spencer Roach in support of this application.</p>	
<p><b>Adjournment:</b></p>	<p>Meeting adjourned at 3:36 pm. Next scheduled meeting: June 1, 2023, 3:00 pm</p>	