



COALITION BOARD SPECIAL MEETING MINUTES

December 15, 2016

ELC Main Office
10 SE Central Parkway, Suite 200, Stuart

Present: **Donna Rivett ***
Michelle Akins (via teleconference) *
Cathleen Blair (via teleconference) *
William Laughlin *

Tom Peer (via teleconference) *
Ann Rodriguez (via teleconference)
Richard Stetson (via teleconference)

Note: **Executive Committee members ***

Excused: Sandy Akre
Juelie Bixler
Jennifer Corkern
Susan Curtis
Brooke Flood

Sabina Guthrie
Lison Philor-Jonnassaint
Deborah Schooley *
Brandon Tucker *
Joy Yates

Staff: Jacki Jackson
Zack Hackley

Migdalia Rosado
Loretta Toth

I. CALL TO ORDER

In the absence of Chairman Tucker, the meeting was called to order by Vice-Chair, Donna Rivett, at 1:32 p.m. Roll call was taken. A quorum was not present.

In the absence of a quorum, Ms. Rivett moved to Item IV.C.

IV. C. Finance Policy Manual

Ms. Rivett mentioned the importance of obtaining approval of the Finance Policy Manual by the December deadline established by OEL. Most of the changes were reflected in new language but did not have any impact on the way business was conducted. There were no questions on the revisions.

It was recommended the Executive Committee convene to approve the item. Since there was a **quorum of the Executive Committee present**, it was suggested the meeting continue as an Executive Committee meeting. Ms. Rosado pointed out the possibility of OEL requesting further changes.

***Motion** was made by Tom Peer to approve the Finance Policy Manual as presented. Motion was seconded by Michelle Akins and passed unanimously by a roll call vote of the Executive Committee.*

There being no further business, the meeting was adjourned at 1:43 p.m.

Respectfully submitted,

Approved 1/26/17

Donna Rivett, Vice-Chair
DR:lt