



EXECUTIVE COMMITTEE MEETING AGENDA

May 7, 2019
1:00 p.m.

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

*** Items require action**

Mission: Partnering with parents, providers and communities to ensure quality early learning experiences through programmatic and financial support.

Vision: Building Blocks for Educational Success

I. Call to Order, Roll Call, Determination of Quorum	1:00	PAGES	Leigh Giunta
II. Announcements and Additions/Deletions to Agenda	1:00-1:01		Leigh Giunta
III. Adoption of Agenda *	1:01-1:02		Leigh Giunta
IV. Consent Agenda Items * <i>(The consent agenda is for routine items and can be approved in one action).</i> A. Executive Minutes – April 2, 2019	1:02-1:03	1 - 2	Leigh Giunta
V. Old Business A. <u>Action Item 2018-19.06-1 - Slate of Officers for 2019-2020 *</u>	1:03-1:10	3	Leigh Giunta
VI. New Business	1:10-1:15		Leigh Giunta
VII. Chairman’s Comments	1:15-1:20		Leigh Giunta
VIII. Board Member Comments	1:20-1:25		Leigh Giunta
IX. Public Comments	1:25-1:30		Leigh Giunta
X. Adjournment	1:30		Leigh Giunta

Public comments may be offered at every Early Learning Coalition of Indian River, Martin & Okeechobee Counties Board of Director’s or committee meeting. We welcome the opportunity as part of our continuing effort to improve our responsiveness to the needs of the children, families, and community we serve. To present comment, interested parties are asked to complete a Public Comment Card available at the sign-in table, deliver such to the Chair in advance to the Call to Order, and be present during the public comment period. All interested parties are asked to indicate whether the comment is related to the business associated with the specific agenda before the Board/Committee or if the comment is intended for consideration by the Board/Committee at a future meeting. All comments are limited to 3 minutes unless otherwise waived by a majority action of the members present.



EXECUTIVE COMMITTEE MEETING MINUTES

April 2, 2019

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

Present:	Leigh Giunta Barbara Clowdus Miranda Hawker	Natalie Sanders Julie Zobec
Excused:	Michelle Akins Richard Reilly	Donna Rivett Bill West
Staff:	Marsha Powers	Loretta Toth

I. CALL TO ORDER

The meeting was called to order by Chair, Leigh Giunta, at 1:05 p.m. Until a quorum could be attained, the meeting continued for information purposes.

II. ANNOUNCEMENTS AND ADDITIONS/DELETIONS TO AGENDA – None

III. ADOPTION OF AGENDA

After a quorum was attained, **Motion** to adopt the agenda was made by Julie Zobec, seconded by Miranda Hawker and passed unanimously.

IV. CONSENT AGENDA

A. New Member Orientation Minutes – February 5, 2019

B. Executive Minutes – March 5, 2019

After a quorum was attained, **Motion** to approve the consent agenda was made by Julie Zobec, seconded by Natalie Sanders and passed unanimously.

V. OLD BUSINESS

A. Upcoming Slate of Officers for 2019-2020

1. Bios – Board members will be given a deadline of April 25 (board meeting date) to submit their Bios to Ms. Toth. This will assist in developing the slate of officers for 2019-2020. Ms. Sanders indicated that she is retiring in September.

- B. Meeting Times** – Ms. Giunta is proposing changing the board meeting time to 8:00 a.m. as opposed to 1:30 p.m. and has requested feedback. The April 25th board meeting will be changed to 8:00 a.m. and will be held via teleconference in order that Ms. Giunta and Ms. Powers can attend the KRC Lunch & Learn event. As chair of the Executive Committee, Ms. Giunta would also like to change the Executive Committee meetings to 8:00 a.m. Meeting location options and the use of technology to host meetings were also discussed. Ms. Powers will review dates and times for various community meetings such as the chambers, Treasure Coast Builders Association and the county commission meetings for possible conflicts in meeting times.

Miranda Hawker joined via teleconference at 1:10 p.m. A quorum was now present. The meeting resumed with roll call and action taken on Items III and IV.

For the benefit of Ms. Hawker, Ms. Giunta briefly reviewed the items previously discussed.

VI. NEW BUSINESS

A. ELC Website – Ms. Giunta suggested a face-lift to the ELCIRMO website, making it more user-friendly. Reviewing the coalition websites throughout the state, she referenced three sites: ELC Lake County, ELC Hillsborough, and ELC Miami-Dade, as well as the site for Martin County School District. Other suggestions included a section geared toward providers, a donate button, and a location to find tools. Ms. Powers suggested this be a long-term goal as resources are limited until things run more smoothly with the portal. Ms. Powers will reach out to the three coalitions to find out the developer of their websites and report back to the committee.

VII. CHAIRMAN’S COMMENTS – None

VIII. BOARD MEMBER COMMENTS – None

IX. PUBLIC COMMENTS - None

X. ADJOURNMENT

The meeting was adjourned at 1:35 p.m.

Respectfully submitted,

Leigh Giunta, Chair
LG:lt

DRAFT



Early Learning Coalition of IRMO

ACTION ITEM

Action Item: 2018-19.06-1

Date: 5/7/19

Subject: Slate of Nominees for Officers for 2019-20

Background Information - Article V, Section 8 of the ELCIRMO bylaws (*Board Approved 6.25.15*) state that the Executive Committee shall prepare an official slate of nominees at the May board meeting at which time the Chair will entertain additional nominees from the floor for each office. Election of Officers will be held at the June board meeting. Each officer may serve up to three (3) consecutive terms in one position and committee chairs may serve up to three (3) consecutive one-year terms. All Officers serve on the Executive Committee.

Note: A copy of the bylaws is available on the website

<http://www.elcirno.org/uploads/docs/blocks/288/bylaws-approved-6-25-15.pdf>.

2018-19 Officers:

- Board Chair – Leigh Giunta
- Vice-Chair – Richard Reilly (*completing remainder of 2018-19 term*)
- Secretary – Michelle Akins (*served three years*)
- Treasurer/Finance Chair – Bill West (*completing remainder of 2018-19 term*)
- Committee Chairs:
 - Bylaws/Personnel Committee Chair – Julie Zobec (*served two years*)
 - Program Quality Committee Chair – Barbara Clowdus (*served two years*)
- Members at Large – Donna Rivett (*served two years*)
 - Miranda Hawker (*served two years*)
 - Natalie Sanders (*served two years*)

2019-20 Slate of Nominees: (Note: The Executive Committee requires an odd number of members).

- Board Chair/Executive Chair – *Leigh Giunta*
- Vice-Chair – *Richard Reilly*
- Secretary – *Donna Rivett*
- Treasurer/Finance Committee Chair – *Bill West*
- Committee chairs
 - Bylaws/Personnel Committee Chair – *Julie Zobec*
 - Program Quality Committee Chair – *Barbara Clowdus*
- Members at Large: *Miranda Hawker*
Pat McCoy
Donna Doubleday

All board members are eligible for appointment as an Officer or Committee Chair:

Michelle Akins	Linda Halpin	Donna Rivett	Joy Yates
Sandy Akre	Miranda Hawker	Natalie Sanders	Julie Zobec
Barbara Clowdus	Pat McCoy	Nivea Torres	
Donna Doubleday	Steve Newman	Carol Wegener-Vitani	
Rhiannon Forker	Richard Reilly	Bill West	

Action Required: Presentation of the slate of nominees at the May board meeting.