

## **Minutes of a Meeting of the Nomination's and Bylaws Committee of Early Learning Coalition of Southwest Florida.**

### **Time and Place of Meeting**

A meeting of the Nomination's and Bylaws Committee (NB) of Early Learning Coalition of Southwest Florida, was held on November 6, 2024, commencing at approximately 3:00pm. Microsoft Teams via video conference.

### **Call to Order by Rebecca McKellar**

The following directors, constituting a quorum, were present via Microsoft Teams:

- Rebecca McKellar, Committee Chair
- Jamie Merchant
- Kelly Ross

**Early Learning Coalition Staff:**

- Melanie Stefanowicz, Chief Executive Officer
- Monica Gaddy, Administrative Coordinator

**Presiding Officer; Secretary**

Rebecca McKellar presided as Chairman of the meeting; Monica Gaddy served as Administrative Coordinator for the meeting and kept the minutes. A quorum of the committee being present, Rebecca McKellar called the meeting to order at approximately 3:00 pm.

**Approval of April 4, 2024, Nominations & Bylaws Committee Meeting Minutes.**

Committee Chair Rebecca McKellar initiated a discussion regarding approval of April 4, 2024, and September 4, 2024, Nominations & Bylaws committee meeting minutes. A brief discussion followed. Upon motion duly made by Rebecca Mckellar and seconded by Kelly Ross, the NB Committee approved the meeting minutes for April 4, 2024.

## **Approval of the September 4, 2024, Nominations & Bylaws Committee Meeting Minutes.**

Approval for September 4, 2024, Nominations and Bylaws meeting minutes. A brief discussion followed. Upon motion duly made by Rebecca Mckellar and seconded by Kelly Ross, the NB Committee has approved the meeting minutes for September 4, 2024.

### **Approve Bylaws and Governance Policies: The Board is required to review, revise, and approve its governing policies annually.**

Committee Chair Rebecca McKellar initiated a discussion regarding approving Bylaws and Governance policies. Some of the language has been updated. Under section 3.9. Updates include Board Member attendance and what constitutes an unexcused absence. Definition can be found under the Board's Governance Policy.

4.1 Election of Officers. Effective July 1, 2025, elected officers shall serve for a term of one year or until a successor is duly qualitied and elected. Upon motion duly made by Rebecca McKellar and seconded by Kelly Ross, the NB Committee voted to approve Bylaws and Governance Policies.

## **Strategic Planning Initiatives**

Dr. Melanie Stefanowicz shared strategic planning initiatives. Overview of Strategic Planning Process outlining the two options for consultants along with the issues and possibilities, clear pathways and goals. A full discussion followed. Upon motion duly made by Kelly Ross and seconded by Rebecca McKellar, the Board of Directors unanimously approved moving forward with the Health Planning Council's Strategic Planning Consulting Services.

### **Nomination of Vice Chair to Executive Committee**

Laura R. Bright with the Golisano Children's Museum of Naples (CMON) is being nominated for the Vice Chair position of the Board of Directors (BOD). The committee has agreed to present Laura R. Bright before the (BOD) during the November 20, 2024, meeting. Motion made by Rebecca McKellar to have Laura R. Bright considered for Vice Chair of the Board and seconded by Kelly Ross. This item moved forward to the Executive Committee for consideration.

### **Board Development Topics**

Potential Board Development Topics were developed:

- Early Childhood Policy & Advocacy, Diversity
- Equity and Inclusion in Early Childhood (EC) setting

- Financial Sustainability and Nonprofit Funding
- Strategic Partnerships and Collective Impact
- Risk Management
- Crisis Preparedness
- Data-Driven Decision-Making in Early Learning
- Emerging Trends in Workforce Development
- Governance and best practices for non-profit boards

A full discussion followed. No formal action was taken or required.

### **New Business**

No new business was presented and no formal action was taken or required.

### **Next Meeting**

The next Meeting is scheduled for January 8, 2025, at 3:00 pm..

The section, Adjournment, was presented by Rebecca McKellar.

**Adjournment.**

There being no further business, the meeting was adjourned at approximately 3:30 p.m. ET. The next meeting was scheduled for Janaury 8, 2025 at 3:00 p.m. ET via teleconference.

Respectfully submitted,