Minutes of a Meeting of the Nominations and Bylaws Committee of the Board of Directors of Early Learning Coalition of Southwest Florida.

February 11th, 2026

Time and Place of Meeting

A meeting of the Nominations and Bylaws Committee of the Board of Directors the Early Learning Coalition of Southwest Florida was held on February 11th, 2026, commencing at approximately 3:00pm EST via Microsoft TEAMS.

Call to Order; Roll Call

The following directors, constituting a quorum, were present in person or by teleconference:

- Rebecca McKellar, Chairperson
- Jamie Merchant

Directors absent:

- Dr. Kelly Ross

Others present:

- Melanie Stefanowicz, Chief Executive Officer

Presiding Officer; Secretary

Rebecca presided as Chair of the meeting; Melanie served as secretary and kept the minutes. With a quorum of the Committee being present, Rebecca called the meeting to order at approximately 3:00pm EST.

Adoption of the Meeting Agenda

The section, Adoption of the Meeting Agenda, was presented. A full discussion followed. Upon motion duly made by Jamie and seconded by Rebecca, the committee members adopted the meeting agenda in its original form.

Approval of November 5, 2025, Meeting Minutes

Rebecca initiated a discussion regarding approval of the November 5, 2025, meeting minutes. A full discussion followed. Upon motion duly made by Jamie and seconded by Rebecca, the Committee members approved the November 5, 2025, meeting minutes.

Board Membership & Representation Review

Recommend the removal of Elizabeth McBride as Secretary of the Board of Directors of the ELC of SWFL

Rebecca opened a discussion concerning the removal of Dr. Elizabeth McBride from her role as Secretary of the Board of Directors of the Early Learning Coalition of Southwest Florida. Following a full discussion, a motion was made by Jamie and seconded by Rebecca. The Committee members then recommended that Dr. McBride be removed from the position of Secretary and that the Board authorize any necessary updates to bank signatories to reflect this change.

Recommend to the Executive Committee and Board of Directors the appointment of a new Secretary of the Board of Directors.

Rebecca initiated a discussion regarding a recommendation to the Executive Committee and Board of Directors concerning the appointment of a Secretary. A full discussion followed; however, no volunteers or nominees were presented. As a result, no motion was made and no vote was taken.

Recommend to the Executive Committee and the Board of Directors the appointment of a new Chairperson of the Human Resources Committee.

Rebecca initiated a discussion regarding a recommendation to the Executive Committee and the Board of Directors concerning the appointment of a new Chairperson of the Human Resources Committee. A full discussion followed; however, no volunteers or nominees were presented. As a result, no motion was made, and no vote was taken.

Recommendation of Sharon Love's appointment to the Board of Directors of the Early Learning Coalition of Southwest Florida, in accordance with the Coalition's Bylaws and applicable statute.

Rebecca initiated a discussion regarding the nomination of Sharon Love to the Board of Directors of the Early Learning Coalition of Southwest Florida, in accordance with the Coalition’s bylaws and applicable statute. A full discussion followed. Upon motion duly made and seconded, the Committee unanimously approved forwarding the appointment recommendation to the Executive Committee for consideration.

Recommend to the Board the seating of Kim Lonergan as the Collier County Public Schools designee for the Head Start representative seat.

Rebecca initiated a discussion regarding the seating of Kimberly Lonergan to the Board of Directors of the Early Learning Coalition of Southwest Florida, in accordance with the Coalition's bylaws and applicable statute. A full discussion followed. Upon motion duly made and seconded, the Committee unanimously approved forwarding the appointment recommendation to the Executive Committee for consideration.

Board Member Attributes Framework

The section, Board Member Attributes Framework, was presented. A full discussion followed. No formal action was taken or required.

Board Member Job Description

The section, Board Member Job Description, was presented. A full discussion followed. No formal action was taken or required.

New Business

The section, New Business, was presented. A full discussion followed. No formal action was taken or required.

Next Meeting & Adjournment

There being no further business, the meeting was adjourned at approximately 3:45 p.m. EST. The next meeting was scheduled for April 15, 2026 at at 3:00 p.m. via Microsoft Teams

Respectfully submitted,