Minutes of a Meeting of the Board of Directors of Early Learning Coalition of Southwest Florida.

April 29th, 2026

Time and Place of Meeting

A meeting of the Board of Directors (the **“Board”**) of Early Learning Coalition of Southwest Florida, was held on April 29th, 2026, commencing at approximately 9:00 am EST at the offices of the Company located at 2675 Winkler Avenue, Suite 300, in Fort Myers, Florida, and via Microsoft TEAMS.

Call to Order; Roll Call

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

- Kae Moore, Board Chairperson
- Laura Richardson Bright, Vice Chairperson
- Rebecca McKellar, Nominations and Bylaws Committee Chairperson
- Tara Sherrod, Events Committee Chairperson
- Bethany Quisenberry, Programs Committee Chairperson
- Alex Breault

- Barbara Short
- Chantel Porte
- Jamie Merchant
- Dr. Kelly Ross
- Aaron Stitt
- Brooke Goldstein
- Emily Budd
- Sean Kempton
- Shay Smith
- Tanya Williams

Directors absent:

- Dr. Derek Burkholder
- Kimberly Lonergan

Coalition Staff present:

- Melanie Stefanowicz, Chief Executive Officer
- Richard Cocchieri, Chief Financial Officer
- Cheryl Carpenter, Chief of Early Childhood Education
- Beth McBride, Chief of Programs Services

Presiding Officer; Secretary

Kae Moore presided as Chair of the meeting; Melanie Stefanowicz served as secretary of the meeting and kept the minutes. With a quorum of the Board present, Kae called the meeting to order at approximately 9:00am EST.

Welcome & Public Input

The section, Welcome & Public Input, was presented. A full discussion followed. No formal action was taken or required.

Adoption of the April 24, 2026, Board of Directors' meeting agenda

Kae initiated a discussion regarding the adoption of the April 24, 2026, Board of Directors meeting agenda and asked whether an Executive Session was needed. Hearing none, a modification was proposed to remove the Executive Session from the agenda. Upon motion duly made and seconded, the Board of Directors approved the agenda as modified, with the Executive Session removed.

Report of the Chair

The section, Report of the Chair, was presented. No formal action was taken or required.

Approval of the February 25, 2026, Meeting Minutes

Kae initiated discussion regarding approval of the February 25, 2026, Board of Directors meeting minutes. Following discussion, and upon motion duly made and seconded, the Board of Directors approved the February 25, 2026, meeting minutes.

Executive Committee Approvals

Motion to approve the 2026-2027 Continuity of Operations Plan

Kae initiated discussion regarding approval of the 2026–2027 Continuity of Operations Plan. Following the discussion, and upon a motion duly made and seconded, the Board of Directors approved the 2026–2027 Continuity of Operations Plan.

Finance Committee Approvals

Approval of the Direct Services Utilization

Brooke initiated discussion regarding approval of the Direct Services Utilization. Following discussion, and upon motion duly made and seconded, the Board of Directors approved the Direct Services Utilization.

Recommend Financial Statements as presented for further review and consideration by the Executive Committee

Brooke initiated discussion regarding approval of the financial statements. Following the discussion, and upon a motion duly made and seconded, the Board of Directors approved the Statement of Financial Position, Statement of Activities, FY 2024–2025 Budget Utilization, and Preliminary FY 2025–2026 Budget. This action item received standing committee approval on February 12, 2026.

The financial statements are included in this voting record: Statement of Financial Position, Statement of Activities, FY24-25 Budget and utilization.

Recommend General Procurements as presented for further review and consideration by the Executive Committee.

The Board considered procurement-related action items in three separate voting iterations to ensure appropriate disclosure, recusal, and voting procedures were followed.

Brooke initiated a discussion of the procurement requests as three separate items.

First, the Board considered the general procurement action items for which no voting conflicts were identified. All eligible voting Board members participated in the discussion and vote. A motion was duly made and seconded; the Board of Directors unanimously approved the general procurement requests.

Second, the Board considered contracts involving the Health Planning Council. Prior to discussion and action on these items, the Treasurer and Finance Committee Chair disclosed a voting conflict, filed Form 8B, and recused herself from discussion and voting on the Health Planning Council-related contracts (she was absent from this meeting). The remaining eligible voting Board members proceeded with discussion and action. A motion was duly made and seconded; the Board of Directors unanimously approved the Health Planning Council procurement requests.

Third, the Board considered School District Memoranda of Understanding. Prior to discussion and action on these items, the Program Committee Chair disclosed a voting conflict, filed Form 8B, and recused herself from discussion and voting on the School District MOUs. The remaining eligible voting Board members proceeded with discussion and action. A motion was duly made and seconded; the Board of Directors unanimously approved the general

Memorandums of Understanding with the Collier County Public School and the School District of Lee County.

The completed Form 8B disclosures are maintained in the Coalition's general records and are included with these minutes.

Brooke reviewed two informational items: Early Learning Grant Agreement updates and provider recoupment efforts. Discussion occurred. No action was taken or required.

Human Resources Committee Report and Approvals

Motion to move the 2026 Human Resources Audit forward to the Executive Committee for review and consideration.

Kae initiated discussion regarding approval of the 2026 Human Resources Audit. Following the discussion, and upon a motion duly made and seconded, the Board of Directors approved the 2026 Human Resources Audit.

Nominations & Bylaws Committee Report and Approvals

Board Membership & Representation Review

The Board Membership and Representation Review was presented. Two vacancies were pending: the Local Workforce Development Board seat and the Private For-Profit Provider seat. Following discussion, no formal action was taken or required related to the Board Membership and Representation Review.

Appointment of Sharon Love, Private Sector Member

Rebecca initiated discussion regarding the recommendation of the Nominations and Bylaws Committee to appoint 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. Following discussion, and upon motion duly made and seconded, the Board of Directors unanimously approved the appointment of Sharon Love to the Board of Directors.

Affirmation of the Board the seating of Rebecca Sandholdt as the CareerSource Southwest Florida designee

Rebecca initiated discussion regarding affirmation of the seating of Rebecca Sandholdt as the CareerSource Southwest Florida designee, in accordance with the Coalition’s bylaws and applicable statute. Following discussion, and upon motion duly made and seconded, the Board of Directors unanimously approved the seating of Rebecca Sandholdt as the CareerSource Southwest Florida designee.

Private for-Profit and Ex Officio Board Member Vacancies

Rebecca initiated discussion regarding the Private For-Profit Provider and Ex Officio board member positions. All candidate applications were reviewed. Discussion included the appointment of Dr. Derek Burkholder to the Board of Directors of the Early Learning Coalition of Southwest Florida as the Private For-Profit Provider representative, for a term beginning April 29, 2026, in accordance with Florida statute and the Coalition’s bylaws. Discussion also included the appointment of Rodrigo Gamboa Dominguez as an Ex Officio member. Following discussion, and upon motion duly made and seconded, the Board of Directors unanimously approved the appointments of Dr. Derek Burkholder and Rodrigo Gamboa Dominguez.

Events Committee Report

The Events Committee Report was presented. Following discussion, no formal action was taken or required.

Program Committee Report

The Program Committee Report was presented. Following discussion, no formal action was taken or required.

ED Report

The section, ED Report, 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 10:30 a.m. EST. The next meeting was scheduled for June 24, 2026, at 9:00 a.m. EST via Microsoft TEAMS.

Respectfully submitted,