



Wednesday, September 17, 2018 at 2:00 pm.
6800 N. Dale Mabry, Suite 134
Tampa, Florida 33614
Call-in: 866-866-2244
Access Code: 5194796

I. CALL TO ORDER

- A. Quorum Verification
- B. Approval of Minutes for September 5, 2018 Governance Committee Meeting (Pg. 2)
- C. Introduction of New Board Member Candidates

II. PUBLIC COMMENT I

Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment. All public comment in Public Comment I must pertain to an item on the approved agenda.

III. ACTION ITEMS

IV. DISCUSSION ITEMS

- A. Committee Structure & Assignment G. Gillette
- B. Non-profit Board Mary Gamble
 - i) *The Changing Role of the Not for Profit Board*

V. ADJOURNMENT

UPCOMING MEETINGS

Executive/Finance Committee Meeting- Monday, October 15, 2018 at 3:00 pm.

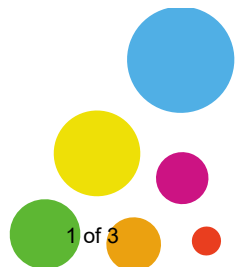
Board of Directors Meeting- Tuesday, November 13, 2018

Executive/Finance Committee Meeting- Monday, January 14, 2019

Board of Directors Meeting- Monday, February 11, 2019

UPCOMING EVENTS

Read for the Record- October 25, 2018





**GOVERNANCE
COMMITTEE MEETING
UNAPPROVED MINUTES**

Wednesday, September 5, 2018 at 3:00 pm.
6800 N. Dale Mabry, Suite 134
Tampa, Florida 33614

MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

Committee Members Present:

Kelley Parris*, Aakash Patel, and Dr. Shawn Robinson

Committee Members Absent:

Luke Buzard and Angela Chowning

ELCHC Staff:

Bobbi Davis, Gordon Gillette, Sharon Hayes, Kelley Minney, and Jan Resch

Other Attendees:

*Indicates attendance by phone.

CALL TO ORDER

Quorum Verification

Noting a quorum had been established, Chair Patel called the meeting to order at 3:02 pm.

Approval of June 5, 2018 Governance Committee Meeting Minutes

Dr. Shawn Robinson made a motion to approve the June 5, 2018 Governance Committee meeting minutes. Kelley Parris made a second. The motion carried unanimously.

PUBLIC COMMENT

There was no Public Comment.

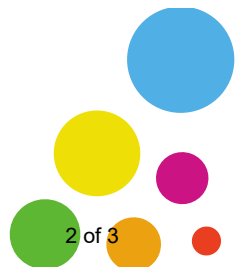
OLD BUSINESS

There was no Old Business.

Executive Reports

CEO Report

Mr. Gordon Gillette gave a brief update on the ELCHC's collaboration efforts in the community and the ELCHC's direction as a non-profit.



ACTION ITEMS

Board Recruitment

The Committee reviewed applications from Dr. Lise Fox, Stephie Holmquist-Johnson, and Jason Metha. It was determined that all three applicants would be recommended to the full Board pending review by the Committee, or any board member that would want to speak to the candidates prior to the board meeting.

Dr. Shawn Robinson made a motion to accept three nominees for the elected director positions pending a review by any board members or Governance Committee members who wish to speak to them prior to the Board meeting and that the agenda be adjusted so that their election by the full board takes place at the beginning of the next board meeting. Kelley Parris made a second. The motion passed unanimously.

DISCUSSION ITEMS

Bylaws Review

Mr. Gillette reviewed the following draft revisions to the ELCHC Bylaws:

1. Director Class- discussed reducing the classes to three; Appointed, Designated, and Elected Directors.
2. Committee Structure- Mr. Gillette recommended that the Governance Committee be a required committee of the ELCHC and discussed merging existing committees.

Mr. Gillette stated that the draft revisions would be reviewed by Board Attorney Steve Lee before bringing to the full board for approval.

The Committee discussed a Request for Proposal (RFP) for legal services. Mr. Gillette stated that, currently, the Coalition contracted with Steve Lee for his legal services. The Committee requested that an RFP for legal services be prepared for the September 17, 2018 Board meeting for approval by the full board.

Board Attendance

The Committee reviewed the current Board Attendance Policy and Board Meeting Attendance Record and recommended that letters regarding absenteeism be sent to Board members who failed to attend two or more board meetings in a 12- month period.

The Committee scheduled a Governance Committee meeting on September 17, 2018 at 2:00 pm, prior to the Board meeting, which begins at 3:00 pm, and requested to invite the three board candidates to both meetings.

Mr. Gillette requested that Mary Gamble's Power Point presentation about the *Changing Role of the Not-for-Profit Board* be sent to Committee members and requested that Ms. Gamble would be given the opportunity to deliver her presentation during the Governance Committee meeting on September 17, 2018.

ADJOURNMENT

Citing no further business, Dr. Shawn Robinson made a motion to adjourn the meeting at 4:01 pm. Kelley Parris made a second. The motion carried unanimously.