



APPROVED ON NOVEMBER 7, 2022, GOVERNANCE COMMITTEE MEETING

Early Learning Coalition of Broward County

Governance Committee Meeting Minutes

August 29, 2022 – 12:00 PM

VIRTUAL MEETING

Members in Attendance: Dawn Liberta; Michael Asseff; Kirk Englehardt; Laurie Sallarulo

Members Absent: Carol Hylton

Staff in Attendance: Renee Jaffe, CEO; Howard Bakalar, CPO; Judith Merritt, COO; Christine Klima, CAO; Allison Metsch, Sr. Director of Education & Quality; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant

Others in Attendance: Julie Klahr, Legal Counsel; Carol Wick

Item	Action/Discussion
Welcome & Call to Order	Chair, Dawn Liberta called the meeting to order at 12:02 PM. The roll was called, and a quorum was established.
<b>Consent Agenda:</b> Approve April 6, 2022, meeting minutes	<b>A Motion</b> was made by Kirk Englehardt to approve the April 6, 2022, meeting minutes. <b>Seconded</b> by Michael Asseff. <b>Unanimously approved.</b>
<b>Regular Business:</b>  a. GOV231RB1 – Discuss/Recommend Board Strategic Plan Goals and Metrics	<p><b>Approved Board Strategic Plan Goals</b></p> <p>In the last Board Meeting, the Board voted to have the Governance Committee work together on Goal 7 of the Strategic Plan and develop Objectives and Outcomes. These were previously discussed at the Board Retreat and Ad Hoc Strategic Planning Committee meetings.</p> <p>Kirk Englehardt asked that we as a committee reiterate to the Board at the upcoming meeting, that Outcome 1 is not something that would be achieved in one year, but over the 5-year period, reporting annual hopefully with incremental improvement.</p> <p>Dawn Liberta added that 80% is low over the next few years. CEO replied that 80% is only a starting point. Kirk Englehardt suggested that in 5 years the Board should strive for 90% or above. Both Dawn Liberta and Michael Asseff agreed.</p> <p>Carol Wick Discussed Objective 6 Outcome 1, and Outcome 2. Carol Suggested the Board use EOS to rate each meeting. After each meeting, it would be rated 1 – 10. The goal would be to get 8 or higher. This is how you can start to measure how board members feel if they have a voice. She informed committee member there is a matrix that was sent to them, and it can be revised based on the feedback you are getting back from the board. You can design the grid however you want.</p> <p>Dawn Liberta said she supports this idea. It can help us put things in place where we want to be.</p> <p>Laurie Sallarulo added that sometimes Board members don't realize where they are in attendance or any other criteria for an involved and engaged Board member. Laurie also, wants the Board to be offered more opportunities to attend meetings, trainings, or any other engagement activity. Laurie indicated we should not only have a voice at Board meetings but also in the community. Laurie asked if we were tracking any of these activities, and suggested an individual scorecard be</p>

	<p>developed by Governance Committee and then approved by the Board.</p> <p>Members present were asked if they agreed with measuring participation and engagement or having a scorecard to reflect this information. If so, it would be placed under Objective 5. 100% of board members will complete an individual scorecard and meet or exceed 80% of their goals.</p> <p>Members agreed.</p> <p><b>A Motion</b> was made by Kirk Englehardt to approve the Amendments made to the Goals and Metrics for recommendation to the Full Board and seconded by Laurie Sallarulo. <b>Unanimously approved. Motion passes.</b></p> <p>Amendments that are made are to Goal 7:</p> <p>Objective 5 Outcome 1 will be amended from 80% to 90%.</p> <p>Objective 5 we will add outcome 2 which will read, 100% of Board members will complete an individual scorecard and meet or exceed 80% of their goals over five years.</p>
Other Business	None
Matters from the Chair	None
Matters from the Committee	There was no discussion.
Public Comment	There was no comment.
Next Meeting Date	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
Adjourn	Kirk Englehardt moved to adjourn the meeting. The meeting adjourned at 12:42 PM.

*These minutes contain the action items of the Governance Committee meeting of the Early Learning Coalition of Broward. They do not include all of the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken prior to approval at the next meeting.*