



## By-laws Committee Meeting

8/25/2010

3:00 PM

6301 NW 5th Way, 4th Floor  
Fort Lauderdale, FL

**Members in Attendance:**

Britt Sikes, Chair, Stacy Angier, Larry Rein, Cindy Arenberg Seltzer

**Members Absent:**

Kimberly Welles

**Staff in Attendance:**

Penny Westberry, CEO, Debbie Bainton, Executive Assistant

**Others in Attendance:**

Welcome and Call to Order

Britt Sikes, Chair, called the meeting to order at 3:08 pm. He thanked the Committee members for attending the meeting.

Committee Objective and Timeline

Britt Sikes, Chair of the By-Laws Committee shared the following with the Committee:

- He helped with By-laws at United Way and Childnet – United Way By-laws were distributed
- Committee will look under the hood in addition to looking at the impact of legislation
- Timeline – three meetings
  - Current meeting distribute by-laws and statutory considerations for committee members’ review during the next couple of weeks
  - Next meeting will make changes and then Committee will have a few weeks to review those changes
  - Meet again after reflecting on the changes made and finalize by-laws that will be brought to the Board

The Committee discussed the following:

- When looking under the hood – let’s look at everything
  - Concern over reviewing the entire set of by-laws – past experiences were shared
- CEO distributed additional language from legislation and OEL Guidance on Board membership
- Looking at making fundraising and development stronger and establishing a standing committee
- Coalition chair wanted the Committee to consider recognizing a governance committee
  - Other Coalitions do have governance committees – varies as to what the Committee oversees
- Participation in meetings by phone
  - Many Coalitions do allow participation by phone
  - Caution against allowing for Board meetings
  - Could have logistical problems
  - Possibly put in place for Committees first and then see what happens
    - Could help with quorum issues for Committee meetings
- General Counsel will be at the next meeting

--	--	--

Current By-laws for Reference

Statutory Changes Relevant to Current ELC by-Laws

Placed in meeting packet for Committee members to review

Next Steps		
Mr. Sikes asked that the Committee review the materials and to send comments to the CEO, who will send it out to the committee members.		
Action items:	Person responsible	Deadline
Schedule next meeting	CEO	9/15/10
Unfinished Business - none		
New Business - none		
Public Comment - none		
Adjourn		
Meeting adjourned 3:35pm		

These minutes contain the action items of the meeting of the By-Laws Committee of the Early Learning Coalition. They do not include all facets of each issue discussed. 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.

Submitted by  
Debbie Bainton

Reviewed and Edited by  
Britt Sikes, Committee Chair  
Penny Westberry, CEO