



# Nominating Committee

2/24/2011

10:30 AM

6301 NW 5th Way, Suite 3400  
Ft. Lauderdale, FL 33309

**Members in Attendance:** Donna Korn, Chair, Deborah Hill, Alfreda Coward, Mandy Wells, Mason Jackson

**Members Absent:** Dr. Steven Ronik, Marvin Dejean, Desorae Giles-Smith

**Staff in Attendance:** Penny Westberry, Chief Executive Officer, Debbie Bainton, Executive Assistant, Faye Franklin, Office Assistant

## Welcome and Call to Order

The Chair called the meeting to order at 10:40am.

## Approval of Minutes of April 7, 2010

**Motion** by Alfreda Coward to approve the minutes of April 7, 2010. **Seconded** by Deborah Hill.  
**Unanimously approved.**

Action items:	Person responsible:	Deadline:
Keep minutes on file	Executive Assistant	5/5/2011

**Current By Laws**

Ms. Korn stated that the reason Tab 2 (Current By Laws) is on the Agenda is because the Committee’s purpose of doing nominations will potentially be significantly impacted by some changes that may be forthcoming shortly with the new By Laws. With that in mind, if the Committee is going to nominate someone it makes sense to know what the person will be nominated for. The role of the Vice Chair will significantly change. Her recommendation is to wait until the information is received.

Penny Westberry stated that the officer term will be from now until June. There would be a new slate of officers in the June meeting.

The Committee discussed the following:

- Questioned whether someone from Nominating Committee should be a part of the By-Laws Committee - CEO to discuss with By-Laws chair
- Would need to nominate again in May for vice chair

**Motion** made by Deborah Hill to delay recommendation of Vice Chair until the Committee puts forth a complete slate in May. **Seconded** by Mason Jackson. **Unanimously approved.**

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Talk with Board Chair re: someone from Nominating being on By Laws Committee	Executive Director	5/5/2011

**Officer Nominations**

Donna Korn opened the floor for discussion of how to best facilitate nominations for the next slate.

The Committee discussed the following

- Important to put information out at next Board meeting
- Will make announcement at next Board meeting with an e-mail follow-up
- CEO shared process and history including the following:
  - Self nominations were accepted
  - Members were permitted to come and talk with the Committee –
    - prefer person used form showing person’s name and position he/she is seeking or nominating
    - Form also to include person’s interest in the position and their experience/qualifications
    - Deadline for return of the forms
- Committee discussed present officers sharing their experiences
- Responsibilities of positions will change once the new by-laws are approved
- Need to inform nominee of what they are being nominated for at the present time and let them know of the possibility of a change and what that change may entail

- Persons being nominated by someone else would receive a follow-up e-mail
- Will announce in April – Slate should be ready in early June
- Suggested staggering of officers – request by-laws committee to put in by-laws

Motion by Alfreda Coward to recommend to the By Laws Committee to explore the concept of staggering the terms of officers. **Seconded** by Mason Jackson. **Unanimously** approved.

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Announce in April Board meeting slate of positions open	Donna Korn	4/8/2011
Recommendation to Board of staggering officers	Donna Korn	4/8/2011
Develop a form showing persons nominated for open positions	Penny Westberry	4/8/2011

**Board Vacancies**

Penny Westberry noted the following:

- A governor appointed position is vacant
- Upcoming vacancy in June – Sidney Calloway’s term is complete and he has served a previous term.
- CEO stated that she thinks the board is null or empty of Hispanic members on the board – have not asked everyone particular about their backgrounds and maybe wrong

The Committee discussed the following:

- Consider replacing position being left vacant by a Black male with a Black male
- Consideration should be given to a person who is involved with children who have disabilities or special needs.
- Also consider someone with marketing experience.
- Agreed that advertising for the vacant positions should move forward

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Advertise Board vacancies	Executive Director	4/8/2011

Board Term Renewal		
<p>Penny Westberry announced that Julia Musella’s term is coming up for renewal in June. It will need to be formally recommended to the Board to renew her position at the June Board meeting. Ms. Musella does want her term renewed.</p>		
Unfinished Business		
<p>None.</p>		
New Business		
<p>Mason Jackson stated that information should go to Leadership Broward, Terry Wallace Flannery. Mr. Jackson also stated that new members should be asked how they found out about the position.</p>		
Action items:	Person responsible:	Deadline:
Send Board vacancy information	Executive Director	
Public Comment		
<p>None.</p>		
Next Meeting Date		
<p>Thursday, May 5, 2011, 9:00am.</p>		
Adjourn		
<p>The meeting adjourned at 11:30am.</p>		

These minutes contain the action items of the meeting of the Nominating 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  
 Faye Franklin  
 Reviewed by  
 Penny Westberry, Executive Director  
 Donna Korn, Nominating Committee Chair