



Meeting Minutes

Wednesday – December 13, 2017

ELC Offices

Coalition Members Present:

Marcus Rowe	Curtis Hart	Dr. Pauline Rolle
Dana Ferrell-Birchfield	Theresa Little	Evelynn Livingston
Sunny Gettinger	Bruce Ferguson	Dr. Pauline Rolle
Sandy Ramsey	Amanda Baggett	Luzonia Waters (for LaTanya Wynn-Hall)
Dr. Tiffany Hunter	Jennifer Chapman	
Sonya McSwain (for Patricia Willis)		

Coalition Members Absent: Michelle Braun, Dr. Tom Connolly, Jackie Green

Guests: Donna Harvey, Cheri Bender, Jessica Reed, Susan Mankowski

Staff: Denise Marzullo, Johnna Cooper-Daniels, Angel Carro, Sybil Wilkes, Darlene Mahla, Kendra King, Jennifer Agnew, Danielle DeCastro, LaShonda Hicks, Charlene Gross, Nachele Brooks, Lisa Tyner, Melissa Brown

Coalition Chair, Jennifer Chapman, called the meeting to order and opened with a welcome, and wishing everyone a Happy Holiday season and introduction of attendees.

Charlene Gross introduced the PNC volunteers as they made a presentation to ELC. Jessica Reed presented 2 grants in the amount of \$3000.00 each to the Coalition. Both the Chair and CEO accepted. Denise shared the opening of the clothing closet on Friday, December 1, 2017 at Gateway to Heaven Christian Church in which over 60 families participated. Denise also shared that Babies R Us donated 37 boxes of various children's items to the clothing closet.

Jennifer asked for a motion to approve October 25, 2017 minutes. Sunny made the motion

MOTION: TO APPROVE THE OCTOBER 2017 BOARD MEETING MINUTES

Motion was seconded by Dana and approved.

Johnna gave a brief overview of the new organizational chart and then introduced Jennifer Agnew, Director of Professional Development. Jennifer gave an overview of the Professional Development Department goals. Afterwards she introduced Melissa Brown, trainer, who shared their process for training provider's as well as the materials used.

Marcus presented the Finance Committee report. He reviewed the BDO single audit and stated he and Angel will gladly answer any questions. After questions were answered, Marcus asked for a motion to approve the single audit. Curtis made the motion.

MOTION: TO APPROVE THE SINGLE AUDIT

Motion was seconded by Sandy and approved.

Marcus asked for a motion to give permission to bid out program materials. Bruce made the motion.

MOTION: TO APPROVE TO BID OUT PROGRAM MATERIALS

Motion was seconded by Amanda and approved.

Theresa gave the Legislative Affairs Committee report. She stated that the ELC staff, providers and families will be traveling by bus to Tallahassee for Children's day on January 23. If any board members are interested in joining them, please let her know.

Jennifer presented the Nominating Committee report in the chairs absence. The Nominating Committee recommended Amy Buggle, CEO of DLC Nurse and Learn, to serve as the Representative of Programs for Children with Disabilities. All members received her resume and application for review. Jennifer asked for a motion to approve Amy Buggle's nomination to be seated on ELC's Board. Marcus made the motion.

MOTION: TO APPROVE AMY BUGGLE'S NOMINATION

Motion was seconded by Curtis and approved.

Jennifer also shared that we have 5 seats open that need to be filled and requested that we be proactive in having these seats filled.

Evelynn gave the DELDN Committee Report. She stated that they have been meeting regularly and are happy to help identify potential board members to serve in the vacant providers seats.

Denise presented the CEO report which is included in the packet. She gave an overview and details on

- Update on Southside's move
- Kids Hope Alliance
- Children's Week in Tallahassee

The Director's reports are also included in the board packet.

After no further business, meeting was adjourned at 12:44 p.m.

Regards,

Sybil O. Wilkes

Executive Assistant to President & CEO