



**BOARD OF DIRECTOR'S  
MEETING MINUTES  
(DRAFT)**

**Meeting:** Early Learning Coalition of Pasco and Hernando Counties, Inc.  
Board of Directors Meeting

**Day/Date/Time:** Thursday, November 15, 2007 – 8:30 a.m.

**Location:** 7361 Forest Oaks Boulevard, Conference Room “A”  
Spring Hill, FL 34606

**Board of Director Members Present:** Susan Arnett, James Cook, Maria Crosby, Steve Davis, Dave Meglay, Jean Rags, Patricia Wisman, Brenda Gause, Denise Gill, Lydia Pinkowski, Toni Watkins

**Board of Director Members Excused:** Curt Bromund, Blake Harding, Elaine Wooten, Lisa Hammond, Burt Harres, Barbara Renczkowski, Elizabeth Callaghan

**Coalition Staff Present:** Maryrose Wersan, Debbie Antioco, Debbie Thomas, Nicole Flechas, Angela Westmoreland, Noreen St. Jean, LuAnn LaCava, Marie Grace

**Guests Present:** Betsy Kier, Vicky Gates, Nora Kranz, Susan McPhee, Colleen Wolfe, Janie Sailors, Susan McPhee, Linda Foy

**I. Call to Order**

Lisa Hammond, called the meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board to order at 8:30 a.m. Lisa introduced Jim Farrelly, the new Executive Director. All members and guests introduced themselves. A quorum was present. Lisa then announced the resignation of Debbie Antioco to the Board.

## **II. Action Items**

### **1. Adoption of Agenda**

Lisa Hammond requested a motion to accept and adopt the agenda. Dave Meglay moved to accept this motion. Jean Rags seconded the motion; all were in favor with no abstentions and the motion carried. **(Action Item #0708-19)**

### **2. Approval of Minutes**

Lisa also requested a motion to approve the October 18, 2007 Board Meeting Minutes. Dave Meglay and Jim Cook moved to accept this motion. All were in favor with no abstentions and the motion carried. **(Action Item #0708-20)**

### **3. Treasurer's Report**

Debbie Antioco reported that the Coalition's burn rate is currently 25%. She noted that the 25% burn rate reflects that the contract utilization is in line with the fiscal year. Lisa Hammond entertained a motion to approve the financial statements. Jean Rags accepted the motion and Jim Cook seconded the motion; all were in favor with no abstentions and the motion carried. **(Action Item #0708-21)**

## **III. Remarks from the Chair**

Lisa Hammond introduced the new Executive Director, Mr. Jim Farrelly, who then addressed the Board. Lisa also took a moment to remind the Board that the Fiscal Manager, Debbie Antioco, had turned in her resignation.

## **IV. Executive Committee Report**

Lisa Hammond reported that the Fiscal Manager position had been discussed at the Executive Committee Meeting. Jim Cook added that Nicole Miller had been recommended as Program Committee Chair. Jim moved to accept the motion and Jean Rags seconded the motion; all were in favor with no abstentions and the motion carried.

## **V. New/Unfinished Business**

It was agreed that Maria Crosby, Toni Watkins and Denise Gill would draft a letter explaining Readiness Rates and provide it to Board Members at the next meeting.

The December Board Meeting was moved to January at this time.

## **VI. Quality Committee Report**

Debbie Antioco informed the Board of the Readiness Rate calculation and the VPK Readiness Rate. Lisa Hammond requested a motion to remove the freeze from Quality Initiatives funding. Jean Rags moved to accept the motion and Dave Meglay seconded the motion; all were in favor with no abstentions and the motion carried. It was determined that travel expenses will be reviewed again in January.

Jean Rags made the Board aware of funding for housing which can be applied for. She reported that 280 families have been served so far.

Susan Arnett reported that the Foster Care Contract for Pasco County is currently up for bid and public input is being sought for changes that need to be made.

Toni Watkins informed the Board that PHCC beginning next school term will be offering an AS in Early Childhood. She added that St. Leo is now offering a BA in Early Childhood.

Steve Davis commented on the success of the Literacy Event and opened discussion on the possibility of it becoming an annual event.

Discussion then ensued on the idea of team building. Jim Farrelly will take the lead on this issue in the near future.

## **VII. Internal Operations Report**

Maryrose Wersan gave a report on the processing of VPK Provider Contracts for Pasco and Hernando Counties. Regarding MATCH, she reported that the Coalition has received the Contract Award Notice from the Board of County Commissioners in the amount of \$40,000. Regarding office space, Maryrose stated that Coalition staff is progressing with moving into the office area across the hall from the current location. She added that she is currently waiting to hear from the Coalition's attorney before moving forward. She also reported that the position of Outreach Mobile Specialist has been filled. Maryrose then gave a brief report on the Literacy Events and thanked the staff and Board members who attended.

## **VIII. Public Input**

Kevin Nissan of Little People's Preschool voiced concerns regarding a VPK program which he works closely with. Denise Gill and Lydia Pinkowski provided input on these issues.

### Fundraising

Steve Davis suggested the idea of raffling off a computer. Discussion then ensued on contributing to the Coalition through Sun Trust Bank.

### **IX. Central Agency Utilization Report**

Carol Eurtion gave the Central Agency Utilization Report. She reported that Pasco is under spending by \$29,000 and Hernando is overspending however, the spending rate is slowing down. Carol presented the Board with Early Learning rates as well as Market rates, side by side, as had been requested at the previous Board Meeting.

### **X. Board Meeting Calendar**

The next calendared Board Meeting is scheduled for January 24, 2007 at 8:30 a.m. and will be held at the office of the Early Learning Coalition of Pasco & Hernando Counties at 15506 County Line Road, Spring Hill, FL 34610.

### **XI. Adjournment**

This meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board of Directors adjourned at approximately 10:10 a.m.

Respectfully Submitted by:

Angela Westmoreland  
Administrative Assistant