



BOARD OF DIRECTORS MEETING MINUTES

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

Day/Date/Time: Thursday, December 14, 2006 – 10:00 a.m.

Location: 15506 County Line Road, Suite 104
Spring Hill, FL 34610

Board of Director Members Present: James Cook, Maria Crosby, Denise Gill, Lisa Hammond, Irvin Homer, Steven Kanakis, Dave Meglay, Lydia Pinkowski, Jean Rags, Barbara Renczkowski, Elaine Wooten

Board of Director Members Excused: Lourdes Benedict, Elizabeth Callaghan, John Druzbeck, Linda Foy, Blake Harding, Dave Marshall, Toni Watkins

Coalition Staff Present: Jo-Ann Kay Fuller, Maryrose Wersan

Guests Present: Susan McPhee, Ivory Gray, Sister Roberta Bailey, Janie Sailors, Kathy McPherson, Carol Eurton

I. Call to Order

Lisa Hammond, Chair, called the meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board to order at 10:15 a.m.

II. Roll Call/Introductions of Members, Guests and Staff

All members and guests introduced themselves. A quorum was present.

III. Action Items

1. Adoption of Agenda

Lisa Hammond requested a motion to accept the adoption of the agenda. Jean Rags moved to accept this motion. Barbara Renczkowski seconded the motion; all were in favor with no abstentions and motion carried. **(Action Item #0607-20)**

2. Executive Director Evaluation Tool

Jean Rags, on behalf of the Performance Evaluation Review Committee, presented their recommendation to the Board. She explained that the Committee met on November 21, 2006 and December 7, 2006. The Committee reviewed three submitted tools and decided to utilize an online tool from SurveyMonkey.Com that was recommended by Elizabeth Callaghan. The Committee generated all questions on this tool based on the Executive Director's job description. Kathy McPherson, assistant to Elizabeth Callaghan, provided samples to the Board on how this tool is set-up and accessed over the internet. Kathy also briefed the Board on how the results are calculated and finalized. Discussion followed regarding turnaround time and completion dates. The self-assessment will be forwarded to the Executive Director on December 18, 2006 to be completed by the next scheduled Board Meeting. The tool will be forwarded via e-mail to all Board Members on January 22, 2007 for completion before the February Board Meeting.

Dave Meglay requested a motion to approve the SurveyMonkey.Com Evaluation Tool. Irvin Homer seconded the motion; all were in favor with no abstentions and motion carried. **(Action Item #0607-21)**

3. Adoption of Performance Evaluation Policy

Jean Rags explained to the Board that a Performance Evaluation Policy was drafted that outlines the evaluation process of the Executive Director. Barbara Renczkowski requested a motion to adopt the Performance Evaluation Policy. Jean Rags seconded the motion; all were in favor with no abstentions and motion carried. **(Action Item #0607-22)**

IV. Remarks from the Chair

N/A

V. Executive Director's Report

N/A

VI. Central Agency Utilization Report

N/A

VII. Public Comment/Other Business

Maria Crosby mentioned that incorrect data was distributed to Board Members from the Executive Director. Discussion followed regarding this information. Lisa Hammond requested that Maria Crosby submit corrected information to the Executive Director for distribution to Board Members.

Steven Kanakis would like to have the Board address underlying issues at the next Board Meeting. T/TAS will be contacted to facilitate a workshop to address Board Member concerns.

VIII. Scheduling of Next Board Meeting

The next calendared Board Meeting is scheduled for January 18, 2007 at 9:00 a.m. and will be held at the Coalition's office located at 15506 County Line Road, Suite 104, Spring Hill, FL 34610.

IX. Adjournment

This meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board of Directors adjourned at approximately 11:10 a.m.

Respectfully Submitted by:

Maryrose Wersan
Administrative Assistant