



BOARD OF DIRECTOR'S MEETING MINUTES

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

Day/Date/Time: Friday, May 11, 2007 – 9:00 a.m.

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

Board of Director Members Present: Elizabeth Callaghan, James Cook, Maria Crosby, Linda Foy, Denise Gill, Lisa Hammond, Blake Harding, Jean Rags, Barbara Renczkowski, Toni Watkins, Patricia Wisman

Board of Director Members Excused: John Druzbeck, Irvin Homer, Steven Kanakis, Dave Marshall, Dave Meglay, Lydia Pinkowski

Coalition Staff Present: Debbie Antioco, Maryrose Wersan, Lenore Zulauf

Guests Present: Susan McPhee, Sandy Ramos, Lisa Buie, Ronnie Blair

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 9:00 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. Executive Authority

Lisa Hammond mentioned that the Executive Committee recommended that she assumes Executive authority in the absence of the Executive Director. She requested a motion to accept this recommendation. Jean Rags moved to accept this motion. Barbara Renczkowski seconded the motion; all were in favor with no abstentions and motion carried. **(Action Item #0607-48)**

2. Severance

Lisa Hammond requested a motion to not approve the severance request submitted following Board discussion. Blake Harding moved to accept this motion. Barbara Renczkowski seconded the motion; all were in favor with no abstentions and motion carried. **(Action Item #0607-49)**

IV. Remarks from the Chair

N/A

V. Executive/Personnel Committee Report

Lisa Hammond presented the Executive/Personnel Committee Report. Lisa explained that following the last Board Meeting there was unsettled agitation among staff. She stated that she decided to look at the level of concerns and take action. In order to investigate these concerns and in all fairness to staff, an Executive Committee was held on April 30, 2007. Lisa stated that the Committee decided to interview all staff and determine the merits of the concerns expressed. During the interview process, the Committee decided that the Executive Director be placed on a paid leave. She explained to the Board that Sue McPhee and Sister Roberta Bailey assisted with the interviews.

Lisa stated that deficiencies in personnel, contract and fiscal management were noted. An Executive Committee meeting was called on May 8, 2007 to review the findings. The Committee made a motion to request for the Executive Director's resignation. Lisa stated that both she and Jim Cook met with the Executive Director on May 9, 2007 and requested her resignation, failing the receipt of the Executive Director's resignation she was advised that she would be terminated. Lisa mentioned that the Executive Director resigned, effective same date. Lenore Zulauf will serve as Acting Executive Director.

Lisa stated that following these interviews, she was proud of the talented staff on board with the Coalition. She mentioned that all staff members need Board support. She would like the Board to come together as a cohesive Board to move forward with the mission of

the organization. Lisa explained the threatening of dissolution, only creates uncertainty between staff and she does not want to lose any staff members. In addition, Lisa asked the Board to support staff during this transition. Several Board members mentioned their appreciation with staff.

Lisa mentioned that an Exit Interview policy needs to be adopted. In addition, a staff evaluation for the Executive Director position will be created for future use.

Lisa presented that the alarming issues that are still being investigated are the VPK overpayment, School Readiness wraparound rate, an overtime issue, employee file confidentiality and a review of all policies. An update regarding these issues will be presented at the next Board Meeting.

A brief update regarding the Quality Committee recommendations was presented. The Creative Curriculum has not been approved; therefore, the Quality Committee would need to schedule a meeting prior to the next Board Meeting to review this allocation. All Committee members were asked to meet with the Administrative Assistant following this meeting to review their schedule.

Discussion followed regarding concerns of Dave Marshall's involvement on the Board. Several Board members voiced their opinions of Mr. Marshall's motive and negative behavior. Board members further mentioned that action must be taken due to Mr. Marshall's comments in the media. Lisa stated that a media policy will be drafted and adopted regarding addressing the media; however, she would like all future contacts be forwarded to her. Elizabeth Callaghan suggested the creation of talking points to follow the media policy.

Blake Harding mentioned that Mr. Marshall's terms are up for renewal in June. He further stated that Mr. Marshall's past behavior has been referred to the Inspector General and then forwarded to the Attorney General's office for investigation. Maria Crosby objected on behalf of Mr. Marshall's absence. Further discussion regarding this matter was terminated. Maria stated that these attitudes deter from the Coalition moving forward. Blake Harding objected on behalf of many Board Members present.

Lisa mentioned that she received an email from Jo-Ann requesting a severance. Discussion followed regarding the request. The Board decided to not approve the severance. (See above mentioned Action Item)

The Performance Evaluation Review AD-HOC Committee meeting will be scheduling a meeting to review the Executive Director Job Description. All Committee members were asked to meet with the Administrative Assistant following this meeting to review their schedule.

VI. Executive Director's Report

N/A

VII. Central Agency Utilization Report

N/A

VIII. Public Comment/Other Business

N/A

IX. Scheduling of Next Board Meeting

The next calendared Board Meeting is scheduled for May 17, 2007 at 8:30 a.m. and will be held at the Coalition's office located at 15506 County Line Road, Suite 104, Spring Hill, FL 34610.

X. Adjournment

This meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board of Directors adjourned at approximately 10:00 a.m.

Respectfully Submitted by:

Maryrose Wersan
Administrative Assistant