



## EXECUTIVE COMMITTEE MEETING

October 25, 2013, 8 a.m.  
15506 County Line Road, Suite 102  
Spring Hill, FL 34610

Conference Call Number:  
**727-233-8291 ext. 807**

## AGENDA

- I. Call to Order and Welcome.....Lisa Hammond, Chair
- II. Review/Adoption, Draft Minutes from September 19, 2013 Executive Committee Meeting (Action)
- III. Approval, Expenditures over \$5,000: \$7,245 to Chick-Fil-A for Early Learning Conference (Action)
- IV. Approval, Transfer of \$21,919.30 from Quality Budget to School Readiness Direct Services (Action)
- V. Recommendation, Obsolete Inventory Items (Action)
- VI. Approval, Inclusion Coordinator Job Description (Action)
- VII. Revised, Infant-Child Therapist Job Description (Action)
- VIII. Review, Revisions to Personnel Policies (page 2)
- IX. Review, Volunteer Ombudsman Job Description
- X. Update, Goals from Executive Director Evaluation Survey Results

**Due to the Thanksgiving Holiday, the next meeting of the Executive Committee will be held on Thursday, November 14, 2013 at 8 a.m.**

**XI. Board Agenda Contents for November 21, 2013:**

- Utilizations/Waiting List

**XII. Public Input**

**XIII. Adjournment (Action)**

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Public comment may be allowed as issues are discussed, if speaker is recognized and addressed by the Chair.