



**EXECUTIVE COMMITTEE
MEETING**

January 30, 2018
9:00 a.m.

The Executive Committee meeting of the Early Learning Coalition of Okaloosa and Walton Counties (ELC) was held via conference call.

Committee Members Present:

Don Edwards, Private Sector (Trustmark Bank)
Beth Brant, Gubernatorial Appointee, Private Sector (Poly, Inc.)
Louis Svehla, Walton County Commissioner's Appointee
Bev Sandlin, Northwest Florida State College President's Appointee
Allyson Oury, Private Sector (Saltmarsh, Cleaveland & Gund)

Committee Members Absent:

Michele Burns, Executive Director; Workforce Development Board

ELC Staff:

Renea Black, Executive Director
Jennifer Via, Executive Assistant / HR Manager
Cindy Herrington, COO

Public Present

Angie Strumeyer
Michele Hopper
Denise Stevenson

Call to Order

Beth Brant, Chair called the meeting to order at 9:18 a.m.

Agency Report

Meigs Executive Park Lease

Oxana presented the Lessor with our requested amendment to the lease and heard back from him Friday afternoon. The Lessor is not willing to replace the units, but will take over the responsibility of the repairs as long as we maintain a monthly maintenance agreement on all of the units.

Renea read aloud the amendment to Section 8 and Allyson followed up with an inquiry regarding the cost of a typical HVAC maintenance agreement.

Beth explained that she contacted the property owner's CPA (Michele) who agreed to contact the property owner's real estate agent directly about replacement of the aged HVAC units. The CPA will contact Beth as soon as she has information from the property owner's Agent.

Louis made a motion that the Executive Committee will meet Thursday, February 1, 2018 at 4:00 pm for an additional emergency meeting to further consider the lease following communication between Beth and the property owner's CPA.

MOTION/RESULT:	APPROVE SECOND EMERGENCY EXEC. COMM. MEETING (UNANIMOUS)
MOVER:	LOUIS SVEHLA
SECONDER:	DON EDWARDS

Angie feels this sounds like a good plan.

Bev would like us to research using ZOOM for our conference call meetings. Bev offered to demonstrate this at our next board meeting.

Public Comment

None

Dismissal

The meeting adjourned at 9:33 a.m.

Respectfully submitted,

Jennifer Via
Executive Assistant/HR Manager

DRAFT