

**Healthy Start of Flagler and Volusia Counties
Governance/Nominating Meeting Summary
Healthy Start Coalition
109 Executive Circle Suite
Daytona Beach, FL. 32114
Wednesday, September 10, 2014**

Date/Meeting Start Time: September 10, 2014 - 11:35 a.m.

Location: 109 Executive Circle, Daytona Beach, FL. 32114

Committee Members Present: Ray Salazar, Pat Kruse and Jennifer Morgan.

Committee Members Absent: Kassandra Blissett.

Other Board Members Present: None.

Staff Present: Dixie Morgese and Peggy Cage.

Staff Absent: None.

Guests Present: None.

Activity	Summary	Action	Follow-Up	Date
I. Welcome- Call to Order	Ray Salazar called the meeting to order at 11:35a.m.	None	None	N/A
II. Approval of meeting summary for October 3, 2013.	The meeting summary for October 3, 2013 was approved by consensus.	Motion passed.	N/A	N/A

II. New Business				
By-law review	<p>A discussion was held with the members present regarding changes to the by-laws. Dixie Morgese said during our recent financial audit Diane Smith, Board President, was interviewed by our Auditor and asked about our Whistle Blower policy. After discussion the members present recommended that the Whistle Blower be a policy and procedure to be reviewed with staff members and did not need to be included in the by-laws. Ray Salazar said board members should sign off on the ethics/conflict of interest statement annually and disclose any other board/committees that they participate on. Ms. Morgese said Steve Forsyth recommended that we include the names of our Finance Committee members who review the financial reports. Mr. Salazar said new board members are reviewed and ratified at the December Board meeting. Mr. Salazar recommended language change to Article XI-Elections, Section 2-Nominations from the floor to reflect this. Review language regarding the selection of the Secretary position which is held by Ms. Morgese, Executive Director.</p>	N/A	<p>Distribute the ethics/conflict of interest statement at the December meeting for signature.</p>	N/A
Board attendance/Composition	<p>The Board attendance summary for FY13/14 was reviewed by the members present. Pat Kruse requested that her absence for the 9/10/13 Board meeting be corrected as an excused absence. The Board composition was reviewed by the member present.</p>		<p>Ms. Morgese will provide language and review at the next meeting.</p>	10/16/14
			<p>Correct Pat Kruse's absence for 9/10/13 to excused. Distribute a copy of the Board composition to the board members at the next meeting</p>	12/9/14

Officers – 2015	A discussion was held regarding the 2015 Board of Director officers. Ms. Morgese said due to her work schedule Katrina Bell will step down as Treasurer. Recommendations for Treasurer are Steve Forsyth and Chris Fulton. Ask Katrina Bell to reach out to Mr. Fulton and if not able to fulfill the position to send an email to Board members for recommendations.		Ms. Morgese to ask Ms. Bell to contact Chris Fulton.	
New board applications	The members present reviewed two new Board applications (Amanda Hayes and Chris Fulton) who are current Finance Committee members. Jennifer Morgan motioned to approve Amanda Hayes and Chris Fulton to be seated as Board members. Patricia Kruse seconded. Ms. Morgese said Chris Fulton recommended Tyler Debord for his replacement on the Finance Committee. Mr. Debord will complete an application to be reviewed at the next meeting. Ms. Morgese said we are still looking for board members to fill the following positions (consumer, Florida Hospital-Deland, and representation for Flagler county).		Ratify at the next Board meeting.	12/9/14
Annual meeting award nominations	Ms. Morgese and the members present reviewed nominations for the 2015 Annual Meeting for the following categories. (Blaine O’Neal Board Service, LifeSong, Guardian (HS and HF field staff), Taking Strides Donor Award, Organizational Support, Community Support, Volunteer Service, Ron Fisher, Voice for Children and Parent Leader awards). Recommendations were discussed and will be reviewed at the next meeting.		Review application at next meeting.	10/16/14
			Review nominations at the next meeting.	10/16/14

III. Old Business	Chris Fulton was nominated as a Board member and will be seated at our December Board meeting.	N/A	N/A	12/9/14
IV. Adjournment	The meeting was adjourned at 12:35p.m.	None.	None.	N/A