



CHILD CARE PLANNING & ADVISORY COUNCIL

Membership Committee | May 15, 2024 | 2:00 - 3:00pm

MEETING NOTES

Welcome

Review Open Seats, Assign Follow-Up

Member categories: Consumer, Provider, Discretionary, Public agency, Community

Holding Applications From:

- Martha Abdelsayed- Jan 25, 2024 emails with Adam (Support for Families)
- Delia Fitzpatrick
- Claudia Quinonez (Children's Council requests Claudia for BOE seat)

2 vacancies BOS:

- District 7 Melgar – discretionary (was Mona, Melgar talking to Delia about that seat)
- District 4 Engardio – child care provider (was Ivy)

1 vacancy BOE:

- Child care consumer

ACTION ITEM:

Melanie - forward Martha to Engardio office to see if they are interested.

Melanie- contact Christie Herrera about BOE and Claudia Quinonez seat

Melanie – contact Delia about Melgar seat

Melanie – send Claudia an application.

Heather - create a paragraph to send to a BOS when there is a vacancy,

Discuss: Frame Committee Goals & Priorities

Ideas for priorities:

- Clarifying the member list. Aligning with Victor's list of appointees.
- Calendar for membership committee.
- Framing committee goals.
- BOE seats and BOS seats filled.
- Create a letter of the seating process for new applicants
- Create standard "no thanks" and acceptance letters.
- Figure out follow-up/accountability for attendance and participation in committees.

ACTION ITEMS:

Heather – lay out the Membership Committee priorities

Heather – draft flyers and /or letters for BOS vacancies.

Discuss: Membership Calendar for Full Year

Officer Elections- started in Nov, vote in Dec, seated in Jan?

Sept - Review Member Expectations (so everyone knows). Things for members to know. Eg.

Members must meet in person to vote.

New Member Orientation dates?

Every 6 months –

- look at attendance, assess who is missing too many meetings
- Is everyone on a committee? Each Council member must be a member of a Committee.
People to join committees. (bring this up at June CPAC meeting)
- Review Committee descriptions and what they do.

Membership Committee discussed questions of protocol that need to be established:

- Membership involvement – at what point are Members brought into decisions?
- What decisions need to be voted on? E.g. decisions over \$10K? \$50K?
- At what point is Executive Committee engaged? Full membership engaged?

Adjournment

Next Membership Committee Meeting: Wednesday, June 19, 2024; 2:00-3:00pm