



CHILD CARE PLANNING & ADVISORY COUNCIL

Membership Committee | June 19, 2024 | 2:00 - 3:00pm

MEETING NOTES

Welcome

Quick Update of Seat Vacancies

- **BOS:**
 - District 7 Melgar – discretionary (was Mona, Melgar talking to Delia about that seat)
 - District 4 Engardio – child care provider (Claudia Quinonez is applying for that seat)
- **BOE:** one vacancy for child care consumer

Working Session – assignments

Shared Working Document [HERE](#)

CPAC Membership Calendar Brainstorm:

- Sept- review bylaws, Member expectations, have copies available, sign that they have read the expectations. Schedule meetings with BOS 1-2 times a year. Fall ECE education.
- Oct - each Chair of committees share committee goals.
- Nov - possible conversations about elections and nominees. Membership Committee write job descriptions and expectations.
- Jan - committees reporting out about progress on goals; keep track of attendance and where people are at with the ½ way point.
- March - confirm committees and which members are not on a committee.
- April - May - budget season.
- Spring - annual membership survey, share the results.

ACTION ITEMS:

Heather - expectation doc for Members to sign.

Melanie - create calendar for CPAC Membership

Adjournment

Next Membership Committee Meeting: Wednesday, July 17, 2024; 2:00-3:00pm