



**Membership Recruitment Committee
AGENDA**

Friday, February 5, 2021 – 10:30 a.m.

Join Zoom Meeting : <https://us02web.zoom.us/j/86898072568>

Phone No: 1-646-558-8656 (EST) Meeting ID: 868 9807 2568

Call to Order		K. Baxley
Roll Call		C. Schnettler
Approval of Minutes January 22, 2021	Pages 2 - 3	K. Baxley

DISCUSSION ITEMS

Nomination Forms – Citrus/Marion	Pages 4 - 5	R. Skinner
Board Vacancies - Levy		R. Skinner
Introduction Letter	Pages 6 - 8	R. Skinner
Communications		R. Skinner

PUBLIC COMMENT

ACTION ITEMS

None

MATTERS FROM THE FLOOR

ADJOURNMENT

2020 – 2021 MEETING SCHEDULE

Performance/ Monitoring	Business and Economic Development	Career Center	Marketing/ Outreach	Executive	Full Board	
All in-person committee meetings are held at the CF Ocala Campus, Enterprise Center, Room 206. All teleconference meetings will be held through Zoom.						
Tuesday, 9:00 am	Thursday, 9:00 am	Thursday, 9:30 am	Wednesday, 9:00 am	Wednesday, 9:30 am	Wednesday, 11:30 am	
8/11/2020	8/13/2020	8/20/2020	8/26/2020	9/2/2020	9/9/2020	Zoom
11/3/2020	11/5/2020	11/19/2020	11/18/2020	12/2/2020	12/9/2020	CF Ocala
2/9/2021	2/11/2021	2/18/2021	2/24/2021	3/3/2021	3/24/2021	CF Ocala
5/11/2021	5/13/2021	5/20/2021	5/26/2021	6/2/2021	6/9/2021	CF Ocala

OUR VISION STATEMENT

To be recognized as the number one workforce resource in the state of Florida by providing meaningful and professional customer service that is reflected in the quality of our job candidates and employer services.



**CAREERSOURCE CITRUS LEVY MARION
Membership Recruitment Committee**

MINUTES

DATE: January 22, 2021
PLACE: Zoom Only
TIME: 9:00 a.m.

MEMBERS PRESENT

Darlene Goddard
Kevin Cunningham
Kim Baxley

MEMBERS ABSENT

Cory Weaver, CSCLM
Cira Schnettler, CSCLM

OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM

CALL TO ORDER

The meeting was called to order by Kim Baxley, at 9:04 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

DISCUSSION ITEMS

Board Vacancies

Dale French explained to the committee that DEO has created new administrative policy on board governance and membership. Accountability will be implemented through annual monitoring. There are currently four vacancies in the region for private sector memberships: one in Citrus, one in Marion, and two in Levy. The policy requires that 50% of the membership be in private sector. These vacancies bring the number of private sector memberships to under 50% of the required amount and must be filled by March 2021 to be in compliance.

A nomination form has been received for a member in Citrus. Another potential member has been identified in Marion. Bruce Register, the existing economic development executive director in Citrus County will be retiring in February. David Pieklik has been hired to fill that position leaving the Levy County economic development director position open. An acting director will be in place until the position is filled. Since this is an agency type position, the vacancy is not relevant to the private sector vacancies.

The committee discussed the below course of action:

- Levy County has hundreds of businesses, so to narrow down the pool of potential members, the committee will be provided a list of private sector employers that have used our services in the past. The committee agreed to review the list and identify businesses that they will contact. If candidates are not identified from this list, then the committee will move to a broader list of businesses.
- A letter will be sent to Commission Meeks in Levy County requesting his assistance in identifying potential members.
- Past members from Levy County will be identified and contacted to see if they would like to rejoin or can provide additional leads.

The committee discussed a last resort option in the event two new members are not identified in Levy County. The vacancies can be filled with candidates from either Marion or Citrus counties. This option would need to be approved by the Consortium.

PUBLIC COMMENT

None

ACTION ITEMS

None

PROJECT UPDATES

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:29 a.m.

APPROVED:



NOMINATION FORM

FAX: 352 873-7956

EMAIL: rskinner@careersourceclm.com

Phone: 352 873-7939, Ext 1204

John Murphy
 Name: _____
 Manager, Citrus County Chronicle
 Title: _____
 1624 N. Meadowcrest Blvd
 Address: _____
 Crystal River Citrus Zip 34429
 City: _____ County: _____ Code: _____

Private Business Owner/Chief Executive
 Agency/Company Representing – Must be representative with optimum
 Policy-making authority
 Citrus County Chronicle
 Name of Business: _____
 1624 N. Meadowcrest Blvd.
 Address: _____
 Crystal River Citrus Zip 34429
 City: _____ County: _____ Code: _____
 352-563-3255
 Business Telephone: _____ Fax #: _____
 352-634-0860
 Cell #: _____
 JMurphy@chronicleonline.com
 E-Mail Address: _____

INFORMATION REQUIRED BY THE STATE - Check all that Apply

Sex: Male <input checked="" type="checkbox"/>	Female <input type="checkbox"/>		
Race: White <input checked="" type="checkbox"/>	Hispanic <input type="checkbox"/>	Black <input type="checkbox"/>	Other <input type="checkbox"/>
Veteran: Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Disabled <input type="checkbox"/>	

Revised 4-26-16

CareerSource Citrus Levy Marion is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers listed above may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. If you need accommodations, please call 352-840-5700, ext. 7878 or e-mail accommodations@careersourceclm.com at least three business days in advance. CareerSource Florida Member.



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FAX: 352 873-7956

EMAIL: rskinner@careersourceclm.com

Phone: 352 873-7939, Ext 1204

Name: _____

Title: _____

Address: _____

City: _____ County: _____ Zip Code: _____

_____ Private Business Owner/Chief Executive

_____ Agency/Company Representing – Must be representative with optimum Policy-making authority

Name of Business: _____

Address: _____

City: _____ County: _____ Zip Code: _____

Business Telephone: _____ Fax #: _____

Cell #: _____

E-Mail Address: _____

INFORMATION REQUIRED BY THE STATE - Check all that Apply

Sex: Male _____	Female _____		
Race: White _____	Hispanic _____	Black _____	Other _____
Veteran: Yes _____	No _____	Disabled _____	

Revised 4-26-16

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About Us

Career Source of Citrus – Levy – Marion brings together citizens, employers and educational providers to develop programs to support high-quality education/training and employment services to meet the needs of our three County Region.

The Career Source Board sets policy and directs expenditures of more than \$10 million in funds that underwrites services provided through the Florida Department of Economic Opportunity.

Career Source Citrus/Levy/Marion is the local, business led organization that plans and coordinates quality employment and training services for businesses and individual career seekers in our community.

Why people join Nonprofit Boards

People have countless reasons for wanting to become nonprofit board members. Some are focused on giving back; others want to receive something in return; and still others want to do both. Some motivations are highly personal, even emotional, while some are purely rational. Sometimes people make the decision independently after looking for a board position, and sometimes the organization actively recruits them.

Most individuals have well-informed, honorable intentions, and with guidance, they have the potential to have fulfilling board experiences. But occasionally, motivations are misinformed, wholly self-serving, or simply not constructive.

It is acceptable to be guided by personal motivations. After all, you are devoting your own time to this task. Just be sure that personal benefit is not the only reason you want to join a board. Your commitment to the mission of the organization must be the primary consideration.

Consider the following motivations. Do you see some of your own on this list?

The desire to be useful

- You have a specific cause that is important to you and you want to be active in supporting it.
- You have specific skills that could help an organization stay or become more viable.
- You want to “give back” and do your civic duty.
- You are concerned about your community and want to have a say in its future.
- You have the time to commit to a meaningful activity.

- You are a leader and want to share this skill.
- You have volunteered in an organization and now want to have a larger impact on its future.

Personal interests

- You are building your career, and being a board member would allow you to learn new skills or practice current ones.
- You think nonprofit board experience would be considered a plus on your resume or in your academic credentials.
- You want the opportunity to network with like-minded or otherwise interesting people.
- You are retired and want to start a new “career” helping a nonprofit; serving actively on a board would give you meaningful work with a flexible schedule.
- You want a challenge, and board service is something you have never tried before.
- You want to be an insider and have a direct influence on how a nonprofit functions.
- You are interested in a job with an organization, and serving on its board would be a way to get to know it first.
- You want to add fun to your life, and working with a team “doing good” would accomplish that.

Steps in becoming a Career Source Board Member

Contact the organization

After finding an organization that you would like to know better, contact that organization. Visit the offices. Look at the website. Gather as much information as you can about what the organization does.

If you are still confident about your choice, make an appointment with a board member or the chief executive and indicate your interest in joining the board. The organization may want you to join a committee or volunteer in another capacity before you are nominated for board service. A willingness to do this will help your chances.

Exchange information

Be prepared to [ask questions](#). Focus on the [mission](#) of the organization, financial stability, constituents and customers, and the structure of the board.

Make sure that the organization asks many questions about you. You want to be part of an organization that has a well-planned [recruitment process](#). Recruitment is a two-way street. Both sides need to get what they are looking for. Being willing and able is not enough. You must fill the need in the board at a

given moment. Effective boards are composed of various skills, talents, backgrounds, and perspectives and they often rely on their profile as a tool for recruitment. Boards can create their own [profile matrix](#), which allows them to determine their present composition and evaluate their future needs.

Understand the expectations

Educate yourself and expect the organization to educate you on the [responsibilities and liabilities of a board member](#).

Make sure that you understand the expectations that the organization places on its board members. What are the [personal contribution responsibilities](#)? What is the meeting attendance policy? How many committee assignments are you expected to accept?

Moving forward

If, after all the contacts and information sharing, the board extends an invitation for you to join, you can celebrate a victory. Most organizations are happy to occasionally change roles and turn from the recruiter to the recruited one. Searching and cultivating potential board members is a demanding and time-consuming task. Interested and committed board members are not easy to find. Willing candidates stepping forward is a promising sign for future productivity.

If, during the cultivation, it becomes clear that the match was not made in heaven, you still gained valuable experience for your next search. Don't give up. There are many other organizations that could benefit from your service.