



BOARD MINUTES
1965 Beachway Road - Conference Room
Jacksonville, Florida
January 3, 2012
SPECIAL CALLED MEETING

CALL TO ORDER

The Special Meeting of the Board of Directors of Family Support Services of North Florida, Inc. (FSSNF) was called to order at 12:00 PM by Dr. George Armstrong, Board President. A quorum of voting members was in attendance as set forth in the Bylaws.

NEW BUSINESS

Dr. Armstrong informed the board that this was a “called meeting” and not the January, 2012 monthly board meeting. The Annual meeting on January 10, 2012 to be held at the Hilltop Restaurant would serve as the regular monthly meeting.

This meeting was called to vote on a recommendation by the board search committee as to the appointment of the Chief Executive Officer. Dr. Armstrong turned the meeting over Michael Mullin who served as Chair of the Search Committee.

Mr. Mullin reported that the Search Committee composed of Jay Alligood, Eloy Castroverde, Von Fuller, Dr. Dennis Lafer, Ashley Smith-Juarez, Kimberly Waterhouse and he met starting in June 2011.

A search was conducted nationwide through the means of Craig’s List, Monster Dot Com, The Ladders, LinkedIn.com, the Jacksonville Community Foundation, North Florida United Way, the Florida Coalition of Children, personal emails to each CEO of the twenty Florida community based care organizations, and other nonprofit networking outlets.

Certain criteria were set forth requiring higher education, involvement in child welfare, and active management of a large non-profit.

Approximately ninety-nine qualifying resumes were resumed. This list was reduced to four candidates, of which subsequently three were personally interviewed by the committee. There were two internal and one external finalist.

Behavioral tests were conducted of the three final candidates by Montgomery, Copley & Associates.

The final decision came down to the two internal candidates: Joanne Robertson and Lee Kaywork. The committee felt they were both equally competent and would serve as excellent leaders. Mr. Mullin voiced his opinion that Lee Kaywork's business background gave him a slight edge.

The Search Committee had a final meeting and made a recommending motion to the full board of directors that Lee Kaywork be engaged as the Chief Executive Officer of Family Support Services of North Florida, Inc., subject to any contract negotiations. The negotiations will determine compensation and will be presented for board approval at a later date.

Discussion was held and then Dr. Armstrong restated the recommendation with a call for a raised hand vote. **The vote was unanimous that Lee Kaywork be engaged as the Chief Executive Officer starting February 1, 2012.**

Dr. Armstrong announced that the contract negotiations would be held between Lee Kaywork and Dr. Armstrong, Michael Mullin, and Jay Alligood, board officers. They would be assisted by John Duvall, board outside legal counsel.

The board also approved the expenditure for behavioral testing results between Joanne Robertson and Lee Kaywork as produced by Montgomery Copley & Associates.

There being no further business to transact, Dr. Armstrong adjourned the meeting.

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