



Approved on March 11, 2024, Board Meeting
Early Learning Coalition of Broward County, Inc.
Board Meeting Minutes
February 12, 2024, at 9:30 AM
Hybrid Meeting

Members in Attendance	Chair Laurie Sallarulo; Dawn Liberta; Twan Russell (Virtual); Monica King; Cindy Arenberg-Seltzer; Sharonda Bailey; Richard Campillo; Krystie Castillo (Virtual); Kirk Englehardt; Daniel Foganholi (Virtual); Maria Hernandez (Virtual); Carol Hylton; Melody McDonald (Virtual); Renee Podolsky (Virtual); Dr. Amoy Reid; Traci Schweitzer; Zachary Talbot; Julie Winburn (Virtual)
Members Absent	Michael Asseff; Ellie Schrot
Staff in Attendance	Renee Jaffe, CEO; Judith Merritt, COO; Christine Klima, CAO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Allison Metsch, Sr. Director of Education & Quality; Amy Moore, Senior Director of Family Services and Customer Services; Ancel Pratt III, Senior Director of Communications; Ayme Hamoui, Director of Education Program Assessment; Amy Ungor, Director of Provider Relations; Irene Ramos; Office Manager (Virtual); Kasey LaFrance, Contracts Administration Manager (Virtual); Megan DeGraaf, Purchasing and Procurement Specialist (Virtual); Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sarane Epps, Contract Specialist (Virtual); Samantha Dempsey, Accountant; Joseph Fike, IT (Virtual)
Others in Attendance	Julie Klahr, General Counsel; Beverly Batson

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 9:36 AM. The roll was called, and a quorum was established.
Chair Report	Chair Laurie Sallarulo welcomed newly appointed Board Member Daniel Foganholi and Board members who have joined committees: <ul style="list-style-type: none"> • Dawn Liberta- Audit, Finance, Program Review, and Ad Hoc Fundraising Committees • Traci Schwitzer- Audit and Ad Hoc Fundraising Committees • Krystie Castillo- Program Review and Ad Hoc Fundraising Committees
Mission Moment	A video was shown highlighting the Broward Days/State of Childcare. Chair Laurie Sallarulo requested to have an invite sent to the board for next year as soon as we know the dates.
CEO Report	The CEO welcomed Board members and provided highlights from the CEO Report, including the 2024 Legislative Session. The CEO discussed the bill advocating for reduced use of electronic devices in all classrooms. The House Budget Proposal and the Senate Budget Proposal for FY24/25. CEO asked the Board to look out for an email from Carol Wick regarding the Board survey and Board retreat survey. Finally, CEO informed Board that ELC are a finalist for the 211 nonprofit award. There was a discussion regarding electronic devices in the classrooms.

<p>Consent Agenda</p> <p>1. Approve December 11, 2023, Meeting minutes. 2. B244CA1 – Additional Award for Learning Technology Services Procurement</p>	<p>A Motion was made by Dawn Liberta and Seconded by Cindy Arenberg-Seltzer to move the Consent Agenda. The Motion was unanimously approved. Motion Passes.</p>
<p>Finance Committee</p> <p>1. B244FIN1 – December 2023 Interim Financial Statements</p>	<p><u>Approve December 2023 Interim Financial Statements</u></p> <p>The CAO presented the December Interim Financial Statements.</p> <p>The Finance Committee brought forth a Motion to Approve December 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant. The Motion was unanimously approved. Motion Passes.</p>
<p>Regular Business</p>	<p>None</p>
<p>Governance Committee <i>Update from Committee Chair</i></p>	<p>No meeting scheduled at this time</p>
<p>Audit Committee <i>Update from Committee Chair</i></p>	<p>A meeting being scheduled for March</p>
<p>Program Review Committee <i>Update from Committee Chair</i></p>	<p>Committee Chair Monica King highlighted that in our last meeting, discussions were focused on the new initiative of peer support specialists ensuring families with special needs concerns are supported. We have observed an 82% increase in families with children aged 0-3 being linked to Early Steps. There has been considerable success with peer support specialists, and significant growth among the 3-5-year-old group. We continue to see great success with peer support.</p>
<p>Nominating Committee <i>Update from Committee Chair</i></p>	<p>Nothing to report</p>
<p>Ad Hoc Fundraising <i>Update from Committee Chair</i></p>	<p>Meeting following the Board meeting.</p> <p>CEO provided a brief update from the last meeting. Committee members decided they needed to get themselves involved and provide good contacts. Kirk Englehart connected CEO with Ellen Jaffee, a host from a radio station who works with four more radio stations. The CEO will be on her radio station giving information about our services. More to come.</p>
<p>Provider Representatives <i>Update from Provider Representatives</i></p>	<p>Melody McDonald shared that a couple of providers asked if the coalition could send out a communication sharing the dates of licensing and some updates with the new ordinance and meetings, as they do not get all the information from licensing. Krystie Castillo shared that she is working with providers to get all their contact information up to date so they may get any notification that is sent.</p> <p>Krystie Castillo shared that she's been working with some providers to ensure their profiles are updated with the ELC. There were some questions regarding the curriculum grant, but the deadline is past now. Overall, teachers are extremely happy with the stipends and with the number of families being approved.</p>

Unfinished Business	None
Matters from the Chair	<p>Chair Laurie Sallarulo would like to get calendar invites to all events. This way, all board members can see it in the calendar, whether they attend it or not; she prefers a calendar invite for everything. She also wants invites to PLAN meetings and committee meetings.</p> <p>Chair expressed that having Board meetings in person is the best way to communicate and get closer to the Board. Committee meetings are held virtually, but board meetings should be conducted in person, and all board members are encouraged to attend.</p>
Matters from the Board	<p>Julie Windburn replied to Melody McDonald’s provider representative’s request. The flyer gets posted on Facebook, on their website, and emailed, but they would like to send it to someone at the ELC so they can contact all providers via constant contact.</p> <p>Allison Metsch said to email it to her and Ancel so they can distribute.</p>
Matters from the CEO	The CEO shared that on June 11, we have a “Day-in-K” event with the Museum of Science for VPK children going into VPK next year.
Matters from Committees	None
Matters from our Partners	None
Public Comments	There was no discussion.
Next Meeting	<u>March 11, 2024, at 9:30 AM</u>
Adjourn	The meeting adjourned at 10:19 A.M.

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all of the Committee’s discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken before approval at the next meeting.