



Early Learning Coalition of Broward County, Inc.

Audit Committee Meeting Agenda

6301 NW 5th Way, Suite 3400,
Fort Lauderdale, FL 33309

Wednesday, February 7, 2017

11:30 AM

Members are reminded of conflict of interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

Meeting Call-in Number: (712) 775-7031 Enter Call ID: 673-232-836#

I.	Call to Order		Michael Asseff, Audit Chair
II.	Roll Call		Irene Ramos, Executive Assistant
III.	Agenda a. Review and Approve FY15/16 Draft Audit Report	(Tab 1) pgs.32- 57	Christopher Lehman & Cynthia Borders, S B & Company
IV.	FYI and Discussion a. Notification of vendor payment compliance Issues b. On-line purchasing account access controls plan c. Initial administrative department assessment	(Tab 2) pgs. 58 - 60 (Tab 3) pgs. 61 - 62 (Tab 4) pgs. 63 - 66	Christine Klima, CAO
VI.	Other New Business Matters from the Committee Matters from the Chair Public Comment Next Meeting: TBD Adjourn		

Please Note: Agenda subject to revisions and additions per the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. **Members of the Public:** Please sign up at the entry desk for public comments to be made on particular agenda items no later than five minutes after the Coalition meeting has been called to order.