

Finance Committee



3/28/2007

5:00 PM

6301 NW 5th Way, Suite 3400

Fort Lauderdale

Members in Attendance:

Robyn Perlman, Chair, Cindy Arenberg Seltzer, Jeffrey Dwyer, Harry Duncanson

Members Absent:

Sidney Calloway, Mason Jackson, Dr. Steven Ronik

Staff in Attendance:

Penny Westberry, Executive Director, Ainsworth Geddes, Director of Finance, Lee Tirpak, Director of Program Operations, Deborah David, Director of CRRD, Sandra Gonzalez, Staff Accountant, Leticia Boswell, ECE Program Specialist, Janice Carter, ECE Program Specialist, Debbie Bainton, Executive Assistant.

Others in Attendance:

Doreen Moskowitz, Ken Dresner, Ann de las Pozas, Claudia Dean, Dr. Barbara Weinstein, Roget Bryan for Burnadette Norris-Weeks.

Welcome and Call to Order

Discussion:

Robyn Perlman, Chair, called the meeting to order at 5:15 pm

February 28, 2007 minutes

Motion made by Harry Duncanson to approve the minutes of February 28, 2007. **Seconded** by Jeffrey Dwyer. **Unanimously approved.**

Action items:

Keep minutes on file

Person responsible:

Executive Assistant

Deadline:

3/30/07

Financial Statements

Ainsworth Geddes, Director of Finance, referred the committee to the Financial Statements behind Tab 2. There were no questions.

Utilization Report

Ken Dresner from Family Central gave an overview of the School Readiness Utilization Report. He indicated Family Central still plans on spending out the contract.

Penny Westberry announced that a decision from CCEP came down today and Broward will be receiving an additional \$610,000.00 matching previously unmatched money from the Children’s Services Council.

Cindy Arenberg Seltzer gave a brief history of the CCEP funding. Robyn Perlman raised a concern that the Coalition would not be able to guarantee to the business community that their contributions would be matched by CCEP. Penny Westberry explained that the business community match is the first priority matched by CCEP and historically it has always been matched at 100%. Ms. Westberry pointed out that the next Utilization Report will show the CCEP dollars.

Mr. Dresner gave an overview of the VPK Utilization report and stated that everything is still on target. He pointed out that there are 1,000 more children who have received eligibility certificates than last year at this time. Robyn Perlman asked how the numbers for VPK break down for cities. Dr. Barbara Weinstein indicated she did not have those numbers with her but could obtain them.

AWI/OEL 2006-2007 Financial Monitoring Report

Ainsworth Geddes referred the Committee to the report behind Tab 4. He stated that the report came back clean noting that the Coalition did not have to submit a corrective action plan.

Penny Westberry stated that this monitoring report is as clean as it gets as the OEL monitoring team was very thorough. She also stated the State has recommended that other Coalitions call Broward for financial advice because we have a strong financial staff and structure. The committee commended the fiscal staff for a positive monitoring report.

Motion made by Cindy Arenberg Seltzer to commend the Finance Director and Staff Accountant for an outstanding job. Seconded by Harry Duncanson. Unanimously approved.

Administrative Budget Adjustments		
<p>Ainsworth Geddes referred the committee to the administrative budget adjustments behind Tab 5. He stated that the adjustments in the budget are normally done at this time of the year. He pointed out that there is no overall increase in the budget and that all changes made are between categories.</p>		
<p>Motion made by Cindy Arenberg Seltzer to approve the administrative budget adjustments. Seconded by Harry Duncanson. Unanimously approved</p>		
Action items:	Person responsible:	Deadline:
Finalize Budget adjustments	Director of Finance	4/2/07
Unfinished Business		
<p>Ainsworth Geddes stated that at the last meeting Mason Jackson had asked about charting information for the Utilization Report to reflect trends. Mr. Geddes reported that he has been in contact with Mr. Jackson and Ken Dresner and will bring forth something to the next Finance Committee meeting.</p>		
New Business - None		
Next Meeting Date - April 25, 2007		
Public Comment - none		
Adjourn – Meeting adjourned at 5:30 pm		