



Approved at August 31, 2021, Audit Committee Meeting
 Early Learning Coalition of Broward County, Inc.
Audit Committee Meeting Minutes
March 12, 2021 2:30 PM
 Virtual

Members in Attendance	Chair, Richard Campillo; Michael Asseff, Monica King; Beverley Batson
Members Absent	Twan Russell
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Stephanie Landreville, Controller; Maggie Laino, Quality Assurance Manager; Elsy Silvestre, Executive Assistant
Others in Attendance	Jacob Jackson, General Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Richard Campillo called the meeting to order at 2:30 PM. Roll was called and a quorum was established.
CONSENT AGENDA	
a. Approve February 12, 2021, Audit Committee meeting minutes	A Motion was made by Michael Asseff to approve the ELC of Broward Audit Committee meeting minutes from February 12, 2021. Seconded by Monica King. Unanimously Approved. Motion Passes.

<p>Audit Committee REGULAR BUSINESS:</p> <p>a. A212AUD1 Approve Finalized Fiscal Year 2020 Annual Audit Report, and IRS Form 990 on Behalf of the Board of Directors</p> <p>b. A212AUD2 Approve Addition of 403B Plan Audit to Auditor Contract Scope of Work</p>	<p>Approve Finalized Fiscal Year 2020 Annual Audit Report, and IRS Form 990 on Behalf of the Board of Directors</p> <p>Keefe McCullough completed its internal review of the final audit report after the ELC Board approved the draft pending that final step. There were only cosmetic updates to the report.</p> <p>A Motion was made by Monica King to approve the Finalized Fiscal Year 2020 Annual Audit Report, and IRS Form 990 on Behalf of the Board of Directors. Seconded by Michael Asseff. Unanimously Approved. Motion Passes.</p> <p>Approve Addition of 403B Plan Audit to Auditor Contract Scope of Work</p> <p>A Motion was made by Michael Asseff to approve the Addition of 403B Plan Audit as well as the additional \$10,000 to Auditor Contract Scope of Work. Seconded by Monica King. Unanimously Approved. Motion Passes.</p> <p>Michael Asseff thanked everyone for a great job on the Audit. Chair thanked CAO and the entire team.</p>
<p>NEW BUSINESS</p>	<p>No discussion</p>
<p>MATTERS FROM CHAIR</p>	<p>No discussion.</p>
<p>MATTERS FROM COMMITTEE</p>	<p>No discussion.</p>
<p>PUBLIC COMMENT</p>	<p>There was no comment.</p>
<p>NEXT MEETING DATE</p>	<p>TBD</p>
<p>ADJOURN</p>	<p>Michael Asseff adjourn the meeting at 2:39 PM</p>

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all 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 prior to approval at the next meeting.