



APPROVED AT AUGUST 29, 2023, EXECUTIVE COMMITTEE MEETING  
**Early Learning Coalition of Broward County, Inc.**  
**Executive Committee Meeting Minutes**  
**June 6, 2023, at 1:30 PM**  
Virtual Meeting

Members in Attendance	Chair, Laurie Sallarulo; Dawn Liberta; Monica King; Cindy Arenberg-Seltzer;
Members Absent	Twan Russell; Michael Asseff; Renee Podolsky
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Reinier Potts, Financial Analyst; Kasey Lafrance, Contracts Administration Manager; Sandra Paul, Senior Director of Provider Reimbursements; Stephanie Landreville, Controller; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt III, Senior Director of Communications; Samantha Dempsey, Accountant; Amy Moore; Sr. Director of Family Services and Provider Relations; Sarane Epps, Contracts Specialist; Roy Persaud; Accountant
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 2:45 PM. The roll was called, and a quorum was established.
Chair Report	None
CEO Report	The CEO provided an update and recognized all the hard work that has been done by the education and communications team. The education team managed to finish their CLASS assessments on time, including the new VPK addition.
<b>Consent Agenda</b>  1. Approve March 28, 2023, meeting minutes 2. EXC236CA1 – Approve FY 2024 DEL Grant Agreement 3. EXC236CA2 – Approve FY 2024 United Way School Readiness Match Revenue Agreement 4. EXC236CA3 – Approve FY 2024 Children’s Forum Sub Recipient Agreement Renewal 5. EXC236CA4 – Approve FY 2024 211 Broward Sub Recipient Agreement Renewal 6. EXC236CA5 – Approve FY 2024 BLI Vendor Agreement 7. EXC236CA6 – Approve FY	There was a <b>Motion</b> to move the Consent Agenda by Dawn Liberta and <b>Seconded</b> by Monia King. <b>Unanimously approved. Motion Passes.</b>

<p>2024 A.D Henderson Foundation Agreement</p> <p>8. EXC236CA7 – Approve FY 2024 Goren Cherof Doody &amp; Ezrol Agreement for Legal Services Renewal</p> <p>9. EXC236CA8 – Approve FY 2024 ATT State Term Contract</p> <p>10. EXC236CA9 – Approve FY 2024 Webauthor Agreement Renewal</p> <p>11. EXC236CA10 – Approve FY 2024 Keefe McCullogh Agreement Renewal</p> <p>12. EXC236CA11 – Approve FY 2024 Sole Sourced Award to Teachstone</p>	
<p><b>Regular Business</b></p> <p>1. EXC236RB1 – Approve FY 2024 Related Party Contracts</p> <p>2. EXC236RB2 – Approve CEO Performance Evaluation Tool</p>	<p>There was a Motion <b>to</b> Approve 2024 related party contracts by Monica King <b>Seconded</b> by Laurie Sallarulo. <b>Unanimously approved. Motion Passes.</b></p> <p><b>Abstentions:</b></p> <p>The following Board members abstained from voting on item B and will complete the required conflict of interest documentation.</p> <ul style="list-style-type: none"> <li>• Dawn Liberta abstains because she is a Board Member/Chair of CSC.</li> <li>• Cindy Arenberg-Seltzer abstains because she is the recipient of the funding for the family resource guide.</li> </ul> <p>The COO presented the draft CEO evaluation. DEL added an extra tool and in order to not have two evaluations, the COO has combined the existing ELC evaluation and the DEL evaluation. DEL had 6 domains, ours had 10 domains. COO proposed going from 10 domains to 6 domains as per the DRAFT presented.</p> <p>There was a <b>Motion</b> to Approve the DRAFT CEO Evaluation Tool by Dawn Liberta and <b>Seconded</b> by Monica King. <b>Unanimously approved. Motion Passes.</b></p>
<b>Unfinished Business</b>	None
<b>New Business</b>	None
<b>Matters from the Chair</b>	None
<b>Public Comments</b>	There was no discussion.
<b>Next Meeting</b>	<b>August 29, 2023 at 1:30 PM</b>
<b>Adjourn</b>	Meeting adjourned at 3:02 PM.

*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.*