

Early Learning Coalition of Broward County, Inc.

Finance Meeting Agenda

Feb 27, 2024, at 1:30 PM

Zoom Meeting

Meeting ID: 876 2326 6359 Passcode: 589947

<https://us06web.zoom.us/j/87623266359?pwd=bHY0RkJ5ZjZjR1F4WW15VjVja2tjdz09>

Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussing 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.

PAGE

1.	Call to Order		Cindy Arenberg-Seltzer, Finance Chair
2.	Roll Call		Melody Martinez, Board Liaison
3.	Finance Committee Consent Agenda 1. Approve January 23, 2024, Committee meeting minutes	2	Cindy Arenberg-Seltzer, Finance Chair
4.	Finance Committee Regular Business 1. FIN245RB1 – Approve Interim Financial Statements 2. FIN245RB2 – Approve Budget Amendment #4	3 12	Cindy Arenberg-Seltzer, Finance Chair Christine Klima, CAO
5.	FYI ○ FYI-1 January Cash Disbursements ○ FYI-2 FY24 Match Fundraising Report ○ FYI-3 FY 23-24 Exec/Finance attendance Chart	18 19 20	
6.	Unfinished Business New Business Matters from the Board Matters from the CEO Matters from the Committee Matters from our Partners Public Comment		
7.	Next ELC Finance Meeting: <u>April 30, 2024</u>		
8.	Adjourn		

Please Note: Agenda is subject to revisions and additions at 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 any particular agenda items no later than five minutes after the Coalition meeting has been called to order.

“As per [§286.0105, Fla. Stat.](#) Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”



Early Learning Coalition of Broward County, Inc.
Finance Committee Meeting Minutes
January 23, 2024, at 1:30 PM
Virtual Meeting

Members in Attendance	Chair Cindy Arenberg-Seltzer; Renee Podolsky; Laurie Sallarulo; Zachary Talbot
Members Absent	Twan Russell; Maria Hernandez
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Kasey LaFrance, Contracts Administration Manager; Sarane Epps, Contrast Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Ancel Pratt III, Senior Director of Communications; Samantha Dempsey, Accountant
Others in Attendance	Julie Klahr, Legal Counsel; Monica King; Michael Asseff

Item	Action/Discussion
Welcome & Call to Order	Chair Cindy Arenberg-Seltzer called the meeting to order at 1:35 p.m. The roll was called, and a quorum was not established at the moment but was established at 1:40 pm once Laurie Sallarulo joined.
Consent Agenda 1. Approve November 28, 2023, Committee meeting minutes	A Motion was made by Renee Polsky and Seconded by Zachary Talbot to move the Consent Agenda. The Motion was unanimously approved. Motion Passes.
Regular Committee 1. FIN244RB1 – Approve Mid Year Financial Statements	<u>Approve Mid Year Financial Statements</u> CAO went over the Mid-Year Financial Statements. A Motion was made by Laurie Sallarulo and Seconded by Renee Podolsky 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.
Unfinished Business	None
New Business	None
Matters from the Chair	None
Public Comments	There was no discussion.
Next Meeting	<u>February 27, 2024, at 1:30 PM</u>
Adjourn	The meeting adjourned at 1:47 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.

ITEM#/MEETING	FIN245RB1 / Finance Committee
MEETING DATE:	February 27, 2024
SUBJECT:	January 2024 Interim Financial Statements
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve January 2024 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant
FINANCIAL IMPACT:	None

Background Information:

The Interim Financial Statements for the seven-month period ending January 31, 2024 are attached for review. Financial Highlights for the period are as follows:

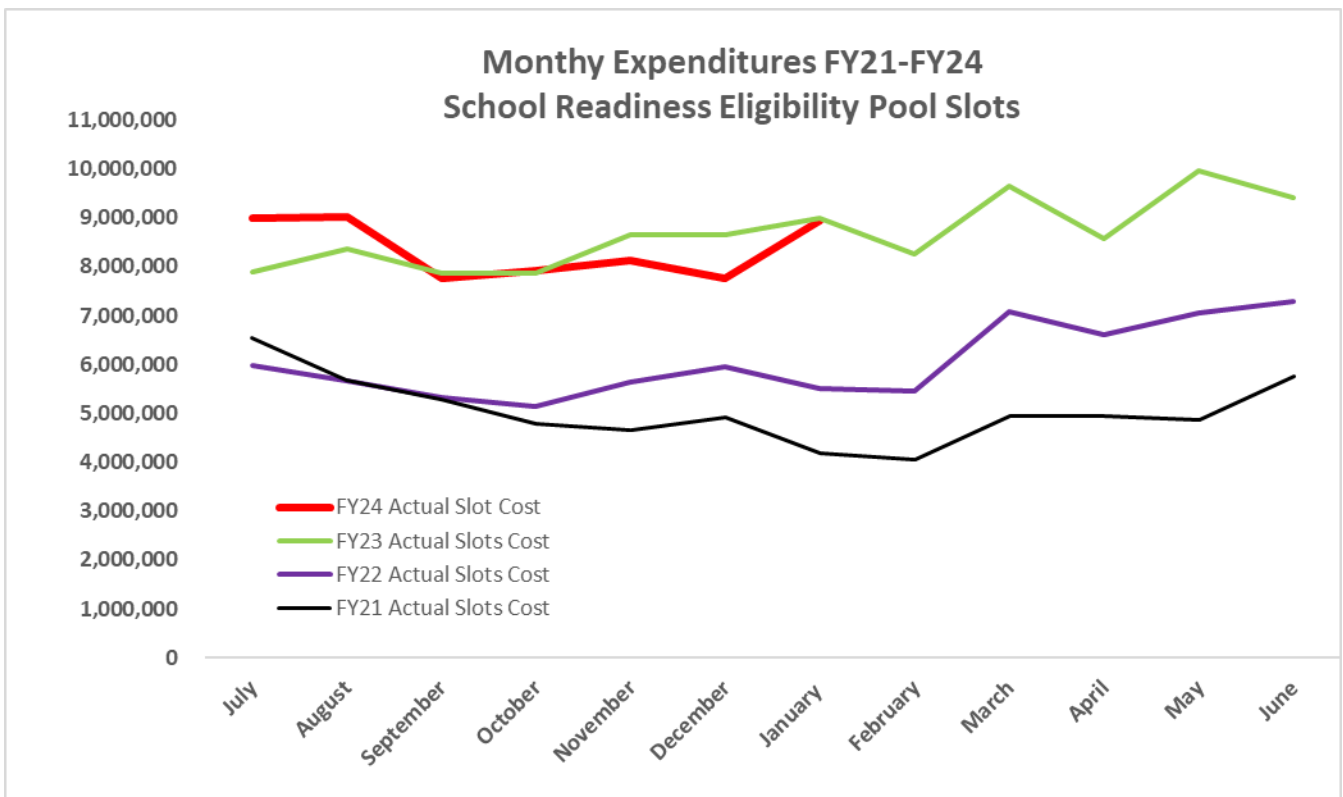
1. Overall

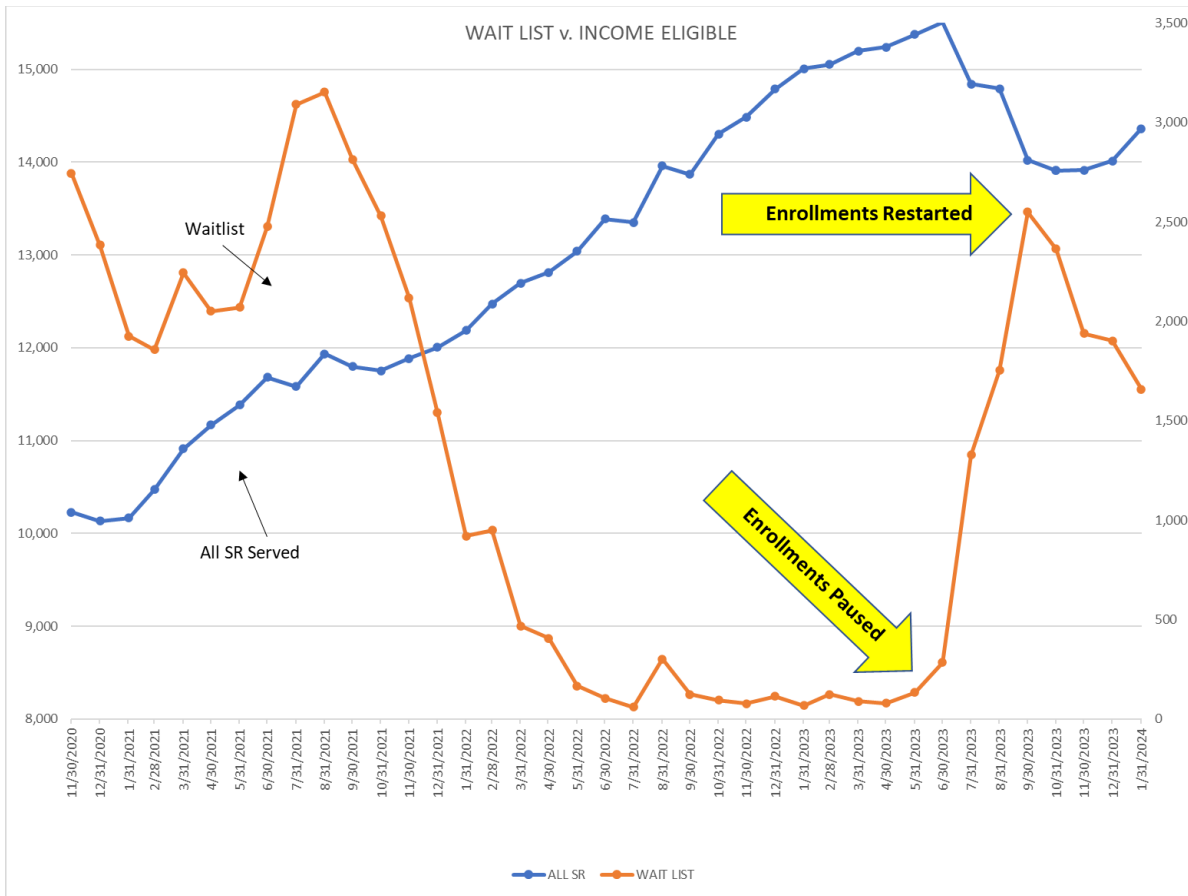
The pace of DEL School Readiness expenditures at the end of January were on target for full utilization of the total School Readiness allocation for the fiscal year 2024. VPK expenditures are shaping up with a normal expenditure pattern at mid-year. Expenditures for the final year of ARPA stimulus funding were progressing in alignment with Coalition’s program plan that was approved by DEL in late September.

2. School Readiness Direct Service:

As of January 31, 2024 cumulative School Readiness Direct Service expenditures for FY2024 began to increase as expected after open enrollment was re-started in October. We remain on target at 58% and we anticipate full contract utilization by year end. We project that the pace of spending will gradually increase during the next two quarters as the rate of new enrollments added gains momentum and gradually overtakes natural monthly attrition.

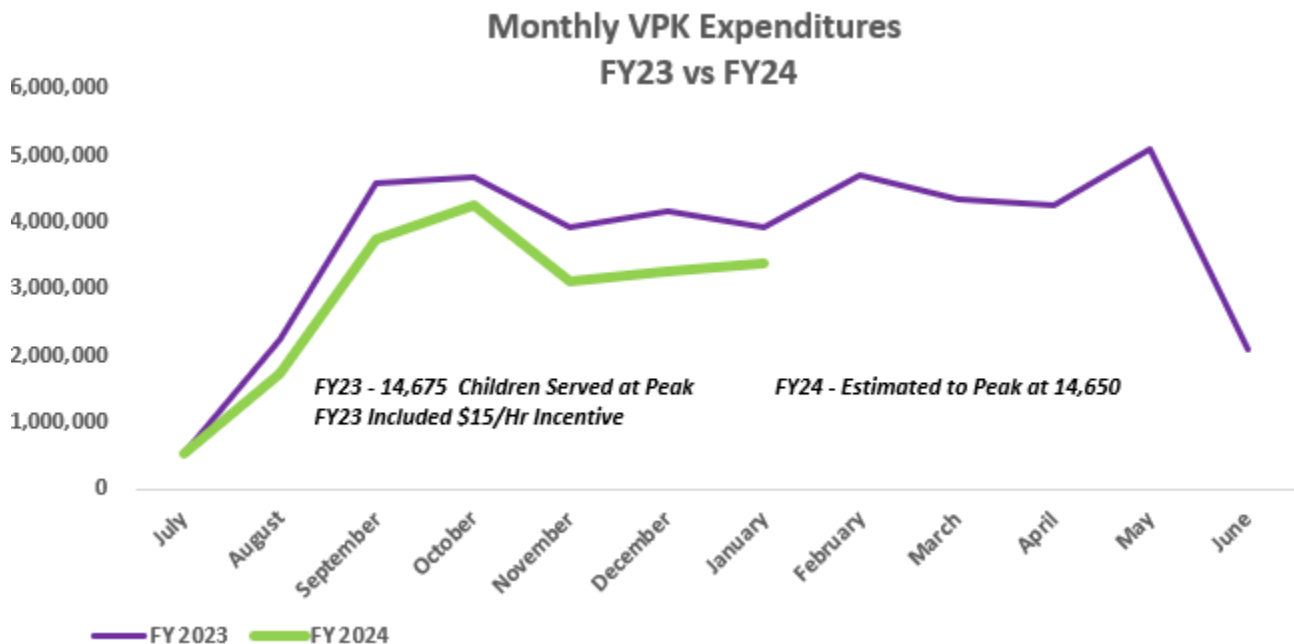
Even with a strong pace of open enrollment since October to maintain an average 14,000 children per month served in FY24, the waitlist is likely to persist at or near current levels because demand for services continues to exceed the number of children we are funded to serve by approximately 2,000 children per month. Advocacy efforts for the legislative season are in full swing to persuade the State to increase our annual base funding allocation so we can continue open enrollment beyond June 30 with confidence and fully meet the needs of Broward children going forward.





3. VPK Direct Service

VPK expenditures are at 52% but are expected to continue following a normal annual spending plan. Sign-ups for school year services in FY24 are comparable to the prior year. Monthly expenditure amounts are lower than the prior year because one time funding for a \$15/hr pay incentive for providers ended with summer services in August. Funding for VPK services is allocated by DEL to match the actual need for services each year.



4. ARPA Stimulus Funding

\$10 million in year-to-date expenditures for the final year of ARPA stimulus funding (some of which was carryforward from the prior year) includes:

- \$7,100,000 for the final round of stabilization grants paid to providers.
- 1,700,000 in curriculum reimbursements paid to providers.
- 915,000 for continuation of Broward’s Above and Beyond program supports to providers.
- 215,000 for Broward’s Bookworms Program.
- 70,000 in rate differentials paid to providers for School Readiness children that are homeless.

Additional expenditures earmarked for the approximately \$18 million for professional development trainings, educator stipends, learning technology, events and other initiatives began rolling out in January as vendor procurements/contracts are finalized. Those expenditures will accelerate significantly in the coming months. All ARPA stimulus dollars must be expended before they expire on June 30, 2024 in accordance with the Coalition’s DEL-approved action plan.

Recommended Action:

Approve January 2024 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant

Supporting Documents:

- January 2024 Interim Financial Statements
- January 2024 Slots Utilization Report



Early Learning Coalition of Broward County, Inc.

INTERIM FINANCIAL STATEMENTS For The Seven Months Ended January 31, 2024

**Submitted to the Finance Committee
February 27, 2024**

Early Learning Coalition of Broward County, Inc.
Statement of Financial Position
As of January 31, 2024

	1/31/2024	1/31/2023
Assets:		
Cash	\$ 10,499,119	\$ 34,203,105
Grants Receivable	29,742,697	15,554,473
Accounts Receivable	1,469,399	1,568,052
Due From Providers	75,580	137,344
Prepaid Expense	399,448	347,461
Fixed Assets	19,479	11,484
Total Assets	\$ 42,205,723	\$ 51,821,920
 Liabilities:		
Accounts Payable	172,123	541,006
Salary & Benefits Payable	(12,045)	24,468
Compensated Absences	487,982	393,550
Rent Abatement	232,275	221,094
Due to Providers	12,984,937	13,488,111
Due to Other Agencies	665,295	1,167,528
Deferred Revenue	27,096,944	35,588,097
Total Liabilities	\$ 41,627,510	\$ 51,423,855
 Net Assets		
Unrestricted	578,213	398,065
Total Net Assets	578,213	398,065
 Total Liabilities and Net Assets	\$ 42,205,723	\$ 51,821,920

Early Learning Coalition of Broward County, Inc.
Statement of Activities
For The Seven Months Ended January 31, 2024

	Jan 2024 Actual	FY 2024 YTD Actual	FY 2023 YTD Actual
Revenue			
Recurring			
DEL School Readiness	\$ 8,207,933	\$ 51,848,767	\$ 50,468,535
DEL School Readiness Match	359,311	3,758,089	3,140,223
DEL SR Rate Differentials	1,261,407	8,195,767	7,481,846
DEL - School Readiness Program Assessments	21,083	164,973	144,216
DEL - Voluntary Pre-K	3,492,031	20,597,788	20,695,024
CSC -School Readiness	292,296	1,397,459	3,593,081
CSC - Vulnerable Populations	348,648	2,256,299	1,593,132
Broward County - School Readiness	199,527	3,276,109	1,625,025
Univ of Florida Lastinger Center	-	5,335	60,000
United Way & Cities - School Readiness	18,847	386,386	260,324
Miscellaneous Income	12,003	233,301	52,511
Subtotal Recurring Revenue	\$ 14,213,087	\$ 92,120,273	\$ 89,113,916
Non-Recurring Pandemic Relief			
DEL Preschool Development Grant	-	-	342,522
DEL - CARES/CRRSA Pandemic Relief	-		1,767,212
DEL - ARPA Stabilization & Workforce	754,932	10,006,008	63,376,370
DEL - ARPA VPK \$15/hr Wage Incentive	-	109,826	3,261,095
Subtotal Non-Recurring Pandemic Relief	\$ 754,932	\$ 10,115,834	\$ 68,747,199
Total All Revenue	\$ 14,968,019	\$ 102,236,107	\$ 157,861,115
Expenses			
Direct Services			
School Readiness (State & Local Funds)	\$ 8,979,853	\$ 58,864,296	\$ 58,309,521
DEL - Voluntary Pre-K	3,381,642	20,098,639	23,121,722
CSC - Vulnerable Populations	325,647	2,049,479	1,570,833
Stipends and Grants to Providers	672,526	9,276,432	64,337,151
Subtotal Direct Services	\$ 13,359,668	\$ 90,288,846	\$ 147,339,226
Program Support			
Eligibility, Customer Services & Providers	\$ 739,755	\$ 5,550,253	\$ 4,864,494
Quality & Education	490,378	3,437,302	2,921,584
Subtotal Program Support	\$ 1,230,133	\$ 8,987,555	\$ 7,786,078
Total Program (Direct + Support)	\$ 14,589,801	\$ 99,276,401	\$ 155,125,305
Administration	392,347	2,768,271	2,686,272
Total Expenses	\$ 14,982,148	102,044,672	\$ 157,811,577
Change in net assets	\$ (14,129)	\$ 191,435	\$ 49,538
Net assets, beginning of year		386,778	337,240
Net assets, end of the period		\$ 578,213	\$ 386,778

2.7%

Early Learning Coalition of Broward County, Inc.
Budget to Actual
For The Period Ending January 31, 2024

Revenue:	FY24 Amendment 3	YTD Actual	Balance	% Budget Spent	Notes
Recurring					
DEL School Readiness	\$ 91,023,390	\$ 51,848,767	\$ 39,174,623	57%	
DEL School Readiness Match	5,556,282	3,758,089	1,798,193	68%	Expense timing varies w/ match avail
DEL SR Rate Differentials	14,202,945	8,195,767	6,007,178	58%	
DEL - School Readiness Program Assessment	342,440	164,973	177,467	48%	
DEL - Voluntary Pre-K	39,982,829	20,597,788	19,385,041	52%	Utilization following normal pattern
CSC - School Readiness	2,928,391	1,397,459	1,530,932	48%	FY24 Contract ends Sep, will use 100%
CSC - Vulnerable Populations	3,441,136	2,256,299	1,184,837	66%	Additional funds may be requested
Broward County - School Readiness	4,246,139	3,276,109	970,030	77%	\$900K award spiked exp in 1st Qtr
Univ of Florida Lastinger Center	85,000	5,335	79,665	6%	Program ended in August
United Way & Cities - School Readiness	400,000	386,386	13,614	97%	Intermittent Revenue
Miscellaneous Income	210,000	233,301	(23,301)	111%	\$160K Henderson Grant awarded July
Subtotal Recurring Revenue	\$ 162,418,552	\$ 92,120,273	\$ 70,298,279	57%	
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant					
DEL - CARES/CRRSA Pandemic Relief	120,000	415	119,585	0%	
DEL - ARPA Stabilization & Workforce	29,052,239	10,005,593	19,046,646	34%	Utilization will accelerate thru June 30
DEL - ARPA VPK \$15/hr Wage Incentive	305,000	109,826	195,174	36%	Incentive Program ended by DEL in Aug
Subtotal Non-Recurring Pandemic Relief	\$ 29,477,239	\$ 10,115,834	\$ 19,361,405	34%	
Total All Revenue	\$ 191,895,791	\$ 102,236,107	\$ 89,659,684	53%	
Expense					
Child Care Slots and Incentives					
School Readiness (State & Local Funds)	\$ 102,043,188	\$ 58,927,892	\$ 43,115,296	58%	
DEL - Voluntary Pre-K	38,750,027	20,035,044	18,714,984	52%	Utilization following normal pattern
CSC - Vulnerable Populations	3,097,022	2,049,479	1,047,543	66%	Additional funds may be requested
Stipends and Grants to Providers	25,346,408	9,276,432	16,069,976	37%	Utilization will accelerate thru June 30
Total Child Care Slots and Incentives	\$ 169,236,645	\$ 90,288,846	\$ 78,947,799	53%	
Sub Recipient Expense					
Children's Forum	248,205	\$ 141,939	106,266	57%	
211 Broward	462,000	251,991	210,009	55%	
Total Sub Recipient Expense	\$ 710,205	\$ 393,930	\$ 316,275	55%	
ELC Operating Expense					
Salaries & Benefits	\$ 16,737,377	\$ 10,138,668	\$ 6,598,708	61%	
Attorneys	134,000	23,510	110,490	18%	Intermittent Expenditures
Auditors	43,100	29,750	13,350	69%	Intermittent Expenditures
Consultants & Temps	764,150	65,205	698,945	9%	Intermittent Expenditures
Staff & Board Travel & Training	75,000	46,818	28,182	62%	Intermittent Expenditures
Insurance	69,000	38,562	30,438	56%	
Office Rent, Utilities & Maintenance	485,184	284,397	200,787	59%	
Office Machine & Storage Leases	4,806	2,003	2,804	42%	Low printer usage
Software Licenses	195,144	145,139	50,005	74%	Annual renewals paid in full in July
Internet, Email, Phones	162,674	83,247	79,427	51%	
Cell Phones	93,900	56,863	37,037	61%	Rates increased due to federal fees
Sponsorships & Memberships	126,710	53,070	73,640	42%	Intermittent Expenditures
Books for Kids	550,000	217,933	332,067	40%	Intermittent Expenditures
Instructional Materials	612,215	18,580	593,635	3%	Intermittent Expenditures
Other Operating Costs	259,045	138,279	120,766	53%	Intermittent Expenditures
Computer Equipment & Software	150,000	17,039	132,961	11%	Intermittent Expenditures
Furniture & Fixtures	62,968	2,832	60,136	4%	Intermittent Expenditures
Unallocated (Budget Only)	1,423,668	-	1,423,668	0%	
Total ELC Operating Expense	\$ 21,948,941	\$ 11,361,895	\$ 10,587,046	52%	
Total Operating & Sub-Recipient Expense	\$ 22,659,146	\$ 11,755,826	\$ 10,903,320	52%	
Total Expense	\$ 191,895,791	\$ 102,044,672	\$ 89,851,119	53%	

SCHOOL READINESS 3 YEAR UTILIZATION FY 2023 - 2025

New Enrollments from Waitlist:

FY 24	Attrition:	425	Avg/Month
	Enroll:	544	Avg/Month
	Wait List:	1,616	Avg/Month
FY 25	Attrition:	425	Avg/Month
	Enroll:	435	Avg/Month
	Wait List:	2,758	Avg/Month

Funding Changes:

Adtl SR Alloc:	\$ 15,000,000
Adtl Broward Alloc:	\$ 900,000 (Jul-Sep23)

Assumptions:

Daily Average Cost forecast reflects current actual trends.

Fiscal Year 2022-23

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness Base	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Local Funding	Total Slot Costs	
A	Jul-22	21	13,240	-97	\$28.91	5,807,780	962,619	810,496	443,833	13,339	8,038,067	
A	Aug-22	23	13,891	+651	26.17	6,190,104	1,071,210	642,374	444,483	13,550	8,361,722	
A	Sep-22	22	13,817	-74	25.96	5,780,805	1,033,327	620,873	444,483	10,622	7,890,111	
A	Oct-22	21	14,260	+443	26.11	6,377,165	959,400	413,244		69,348	7,819,157	
A	Nov-22	22	14,453	+193	27.57	7,208,998	1,071,764	413,717		70,958	8,765,437	
A	Dec-22	22	14,676	+223	26.71	7,290,353	1,153,020	111,667		68,928	8,623,968	
A	Jan-23	22	14,967	+291	27.38	7,505,371	1,127,466	258,938	111,667	13,503	9,016,945	
A	Feb-23	20	15,000	+33	27.56	6,747,561	1,154,819	231,935	111,667	22,427	8,268,408	
A	Mar-23	23	15,099	+99	27.79	7,964,345	1,320,502	231,935	111,667	20,958	9,649,406	
A	Apr-23	20	15,176	+77	28.29	7,041,792	1,183,347	231,935	111,667	16,458	8,585,199	
A	May-23	23	15,290	+114	28.38	8,239,345	1,376,076	231,935	111,667	20,532	9,979,554	
A	Jun-23	22	15,448	+158	28.18	7,048,313	1,153,373	1,250,000	111,666	13,458	9,576,811	
Ave Enrollments (FY23 Baseline)			14,610		\$27.42	Proj Total	\$ 83,201,932	\$ 13,566,922	\$ 5,449,048	\$ 2,002,800	\$ 354,082	\$ 104,574,784
Baseline FY23 over FY22			2,387			Budget	83,081,887	13,566,922	5,449,048	2,002,800	354,082	104,556,965
						Surplus(Deficit)	(17,819)	-	-	-	-	(17,819)
Baseline FY23 over FY17			5,214	(FY17 Baseline= 9,396)		Carry-Over	-	-	-	-	-	456,308
Avg Cost FY23 over FY17			\$ 8.80	(FY17 Baseline = \$18.62)		Surplus(Deficit)	\$ (17,819)	\$ -	\$ -	\$ -	\$ -	\$ 438,489

Fiscal Year 2023-24

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Local Funding	Total Slot Costs	
A	Jul-23	21	14,826	-622	\$29.44	7,076,554	1,227,511	58,418	737,348	64,782	9,164,613	
A	Aug-23	23	14,695	-131	26.65	6,991,288	1,229,326	35,757	737,348	14,957	9,008,677	
A	Sep-23	21	14,003	-692	26.07	5,824,096	1,058,447	35,757	737,787	10,833	7,666,920	
A	Oct-23	22	13,908	-95	25.95	6,412,075	1,065,638	275,915	173,450	13,625	7,940,702	
A	Nov-23	22	13,913	+5	26.63	6,381,069	1,151,842	278,067	173,549	167,363	8,151,889	
A	Dec-23	21	14,012	+99	26.53	6,208,180	1,093,510	278,712	175,204	51,264	7,806,870	
A	Jan-24	23	14,361	+349	27.15	7,221,443	1,258,933	278,714	173,549	33,463	8,966,102	
P	Feb-24	21	14,466	+105	27.45	6,710,277	1,168,971	274,562	173,549	12,863	8,340,222	
P	Mar-24	21	14,581	+115	27.45	6,765,053	1,178,256	274,562	173,549	12,863	8,404,284	
P	Apr-24	22	14,696	+115	27.37	7,146,993	1,242,331	274,562	173,549	12,863	8,850,298	
P	May-24	23	14,811	+115	27.86	7,729,251	1,300,179	274,562	173,549	12,863	9,490,404	
P	Jun-24	20	14,957	+146	28.97	7,038,964	1,145,612	295,962	171,814	12,863	8,665,215	
Average Enrollments (Baseline)			14,436		\$27.29	Proj Total	\$ 81,505,243	\$ 14,120,556	\$ 2,635,552	\$ 3,774,245	\$ 420,600	\$ 102,456,197
Increase to baseline FY24 over FY23			(174)			Budget	81,030,345	14,120,556	2,635,552	3,774,245	400,000	101,960,698
						Surplus(Deficit)	(474,898)	-	(0)	0	(20,600)	(495,499)
Increase to baseline FY24 over FY17			5,040	(FY17 Baseline= 9,396)		Provider Match	-	-	-	-	-	500,804
Increase in Avg Cost over FY17			\$ 8.68	(FY17 Baseline = \$18.62)		Surplus(Deficit)	\$ (474,898)	\$ -	\$ (0)	\$ 0	\$ -	\$ 5,305

Fiscal Year 2024-25

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Local Funding	Total Slot Costs	
P	Jul-24	23	14,641	-315	\$27.08	7,542,504	1,116,240	269,464	175,750	15,068	9,119,026	
P	Aug-24	22	14,651	+10	27.12	7,061,579	1,219,041	269,464	175,750	15,307	8,741,141	
P	Sep-24	21	14,661	+10	27.15	6,785,058	1,116,939	269,464	175,750	12,000	8,359,210	
P	Oct-24	23	14,671	+10	27.28	7,510,550	1,169,877	269,464	175,750	78,342	9,203,982	
P	Nov-24	21	14,681	+10	27.38	6,745,394	1,169,801	269,464	175,750	80,160	8,440,569	
P	Dec-24	22	14,691	+10	27.29	7,176,130	1,119,671	269,464	175,750	77,867	8,818,881	
P	Jan-25	23	14,701	+10	27.06	7,465,903	1,223,734	269,464	175,750	15,254	9,150,105	
P	Feb-25	20	14,711	+10	27.21	6,414,940	1,120,316	269,464	175,750	25,335	8,005,806	
P	Mar-25	22	14,721	+10	27.18	7,213,172	1,121,986	269,464	175,750	23,676	8,804,048	
P	Apr-25	22	14,731	+10	27.17	7,167,792	1,174,279	269,464	175,750	18,593	8,805,878	
P	May-25	22	14,741	+10	27.59	7,253,734	1,226,418	269,464	175,750	23,194	8,948,559	
P	Jun-25	21	14,751	+10	28.53	7,305,674	1,072,071	269,464	175,750	15,204	8,838,162	
Average Enrollments (Baseline)			14,696		\$27.34	Proj Total	\$ 85,642,431	\$ 13,850,373	\$ 3,233,564	\$ 2,109,000	\$ 400,000	\$ 105,235,368
Increase to baseline FY25 over FY2			261			Budget	64,970,370	13,850,373	3,233,564	2,109,000	400,000	84,163,307
						Surplus(Deficit)	(20,672,061)	-	-	-	-	(21,072,061)
Increase to baseline FY24 over FY1			5,300	(FY17 Baseline= 9,396)		Provider Match	-	-	-	-	-	547,613
Increase in Avg Cost over FY17			\$8.72	(FY17 Baseline = \$18.62)		Surplus(Deficit)	\$ (20,672,061)	\$ -	\$ -	\$ -	\$ -	\$ (20,524,448)

SCHOOL READINESS UTILIZATION FY 2021-2024

Children Services Council Vulnerable Population Contract

New Referrals

Enroll per Mo: 21 Nov-Dec
 to SR per Month 23 Eligible Children Nov23-Jul24
 Age Out/Exit Care: 4 Avg/Mo

Funding Changes:



Assumptions:

Daily Average Cost forecast reflects current actual trends.

Contract Year 2021-22 (CONTRACT EXTENSION)

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-21	22	276	-5	27.74	168,431		168,431
A	Nov-21	22	274	-2	26.44	159,352		159,352
A	Dec-21	21	255	-19	30.62	163,954		163,954
A	Jan-22	23	250	-5	26.18	150,542		150,542
A	Feb-22	20	263	+13	29.93	157,427		157,427
A	Mar-22	22	276	+13	34.78	211,165		211,165
A	Apr-22	21	278	+2	33.18	193,695		193,695
A	May-22	23	288	+10	30.90	204,660		204,660
A	Jun-22	21	273	-15	32.60	186,872		186,872
A	Jul-22	22	268	-5	32.49	191,550		191,550
A	Aug-22	21	305	+37	36.79	235,662		235,662
A	Sep-22	20	310	+5	40.06	248,356		248,356

Projected Total	\$ 2,271,665
FY2022 CSC Contract Extension	2,271,665
Surplus(Deficit) CSC Contract Year	\$ -

Contract Year 2022-23

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-22	21	314	+4	35.90	236,755		236,755
A	Nov-22	22	285	-29	37.66	236,135		236,135
A	Dec-22	22	275	-10	36.17	218,800		218,800
A	Jan-23	22	270	-5	33.73	200,340		200,340
A	Feb-23	20	258	-12	37.51	193,568		193,568
A	Mar-23	23	279	+21	36.23	232,463		232,463
A	Apr-23	20	278	-1	37.95	211,017		211,017
A	May-23	23	282	+4	37.36	242,316		242,316
A	Jun-23	22	298	+16	39.02	255,796		255,796
A	Jul-23	21	322	+24	38.32	259,119		259,119
A	Aug-23	23	345	+23	36.68	291,040		291,040
A	Sep-23	21	345	+	39.24	284,281		284,281

Projected Total	\$ 2,861,630
FY23 CSC Contract Year Bud	\$ 2,861,630
Surplus(Deficit) CSC Contract Year	\$ -

Contract Year 2023-24

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-23	22	386	+41	38.15	323,941		323,941
A	Nov-23	22	389	+3	39.04	334,105		334,105
A	Dec-23	21	373	-16	38.83	304,119		304,119
A	Jan-24	23	379	+6	37.15	323,836		323,836
P	Feb-24	21	373	-6	38.29	299,929		299,929
P	Mar-24	21	367	-6	38.29	295,105		295,105
P	Apr-24	22	361	-6	38.29	304,103		304,103
P	May-24	23	355	-6	38.79	316,724		316,724
P	Jun-24	20	349	-6	39.04	272,503		272,503
P	Jul-24	23	343	-6	39.04	307,990		307,990
P	Aug-24	22	349	+6	38.29	293,573		293,573
P	Sep-24	21	366	+17	38.29	293,899		293,899

Projected Total	\$ 3,669,826
FY24 CSC Contract Year Bud	\$ 3,090,754
Surplus(Deficit) CSC Contract Year	\$ (579,072)

ITEM#/MEETING	FIN245RB2 / Finance
MEETING DATE:	February 27, 2024
SUBJECT:	FY 2024 Budget Amendment #4
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve FY 2024 Budget Amendment #4 as presented
FINANCIAL IMPACT:	None, reallocations only

Background Information:

In June 2023, the Board approved a preliminary annual budget that reflected estimated revenues and expenditures pending receipt of actual grant award letters from funders. In September 2023, the Board approved Amendment #1, which included some, but not all of the expected annual allocations. In October, the Board approved Amendment #2, which included more annual allocations issued in September. In December, the Board approved Amendment #3, which included more annual allocation issued in October. In February, staff conducted a seven month spending analysis and proposes to amend the annual budget to reallocate funds to reflect updated projections.

Current Status: Key changes and updates Included in FY 2024 Budget Amendment #4 are as follows:

- **Staff Costs**

\$708,009 Increase in total projected costs primarily for staff health benefits worker’s compensation insurance premiums. Funds moved from unallocated line. See attached Reports for detailed analysis.

1. **Medical Insurance Premiums:** The original forecast for FY 2024 medical insurance premiums was formulated on the assumption that the impact of a sharp, pandemic-driven increase in premium rates had been fully realized in FY 2023 and that FY 2024 staff vacancies and turnover would continue at the same pace of the prior two years. However financial analysis of actual expenses revealed that these assumptions were not correct, and the cost of medical insurance benefits needed to be adjusted up by approximately \$600K in the Budget. The combined effect of the following were the primary factors in the change:

- a. **Residual effects of a sharp, pandemic-driven premium increase applied in 2022:**

Starting in August 2022, the Coalition’s medical insurance carrier, Blue Cross Blue Shield, applied a 30% premium increase to all of the policies offered in our plan. The increase arose because of the extraordinarily high cost of several serious illness claims during the pandemic on top of a higher-than-average number of claims for chronic conditions within our risk pool. Brown and Brown, our current benefits brokerage firm, was able to ease the impact of the increase by securing a one-month premium “holiday” that temporarily dampened the effect of the increase in that year down to 22%.

Unfortunately, the straight line formula for projecting these costs in FY24 did not restore the premium “holiday” amount to the baseline and the estimated costs for the new fiscal year were set too low as a result.

- b. **Decrease in staff turnover/vacancies compared to prior years:**

Prior to FY 2024, approximately 10% of all budgeted FTEs remained vacant throughout the year as a result of the time internal promotions, Family Medical Leave, normal turnover and the normal recruiting process. These open positions resulted in significant cost savings for

employee benefits in general, and for health insurance benefits in particular. In FY 2024 however, the pattern appears to have changed and the number of vacant budgeted FTEs has fallen to approximately 2%. While this change is a positive development and indicates we have a stable and satisfied workforce at ELC, it also increases the cost of benefits and the budget must be adjusted accordingly.

2. Worker's Compensation Insurance Premiums:

a. Change in Employee Classification Type:

Following an audit of the Coalition's payroll history that was completed in January 2024, the Coalition's Workers Compensation Insurance carrier, the Hartford, is requiring Broward and other ELCs around the State to reclassify all of their staff into the more expensive "social services" job type category for purposes of Workers Compensation. This change adds \$119K to our annual premium in FY24. This is a threefold increase in our costs for a total of \$170K. Staff are following up with our risk management broker AJ Gallagher & Co. to try to find a way to reduce this rate increase.

\$4,800 increase in cell phone cost. Funds moved from unallocated line.

- In December 2023 ATT informed us that the Federal Universal Service charge fee included in our Agreement (a State term contract) increased from 3.5% to 3.6%. Staff estimate the total impact of this change through June 30, 2024 will be \$4,800.


Recommended Action:

Approve FY2024 Budget Amendment #4 as presented.

Supporting Documents:

- Draft FY2024 Budget Amendment #4 and Comparative Charts
- Salary and Budget Details FY2022 to FY2024
- Budgeted Staffing Plans FY2022 to FY 2024

FY2024 Amended Budget by Business Activity (Proposed Amendment #4)

	Child Care Slots	Program Support Subsidized Child Care & CCR&R	Education & Quality Services	Administration	Total Budget
Revenue:					
Recurring					
DEL School Readiness	\$ 75,474,063	\$ 7,145,000	\$ 4,322,087	\$ 4,082,240	\$ 91,023,390
DEL School Readiness Match	\$ 5,556,282	-	-	-	5,556,282
DEL School Readiness Rate Differentials	14,202,945	-	-	-	14,202,945
DEL Program Assessments	-	-	342,440	-	342,440
DEL - Voluntary Pre-K	38,445,028	1,153,351	-	384,450	39,982,829
CSC - Income Eligible	2,635,552	219,629	-	73,210	2,928,391
CSC - Vulnerable Populations	3,097,022	258,085	-	86,028	3,441,136
Broward County- Income Eligible	3,773,850	354,357	-	117,933	4,246,139
Univ of Florida Lastinger Ctr	-	-	85,000	-	85,000
Local Match: United Way & Cities	400,000	-	-	-	400,000
Miscellaneous Grants & Program Income	-	-	210,000	-	210,000
Total Recurring	\$ 143,584,742	\$ 9,130,422	\$ 4,959,527	\$ 4,743,862	\$ 162,418,552
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	-	-	-	-	-
DEL - ARPA Stabilization & Workforce	120,000	-	27,593,627	1,458,612	29,172,239
DEL - ARPA VPK \$15/hr Wage Incentive	305,000	-	-	-	305,000
Total Non-Recurring Pandemic Relief	\$ 425,000	\$ -	\$ 27,593,627	\$ 1,458,612	\$ 29,477,239
Total All Revenue	\$ 144,009,742	\$ 9,130,422	\$ 32,553,154	\$ 6,202,474	\$ 191,895,791
Expense:					
Child Care Slots					
DEL School Readiness	\$ 102,043,188	\$ -	\$ -	\$ -	\$ 102,043,188
DEL - Voluntary Pre-K	38,750,028	-	-	-	38,750,028
CSC - Vulnerable Populations	3,097,022	-	-	-	3,097,022
Grants/Stipends	120,000	-	25,226,408	-	25,346,408
Total Slots & Grants/Stipends	\$ 144,010,238	\$ -	\$ 25,226,408	\$ -	\$ 169,236,646
Sub Recipient Expense					
Children's Forum	-	-	191,795	56,410	248,205
211-Broward	-	337,000	-	125,000	462,000
Total Sub Recipient Expense	\$ -	\$ 337,000	\$ 191,795	\$ 181,410	\$ 710,205
ELC Operating Expense					
Staff Costs	-	\$ 8,674,181	\$ 4,843,747	\$ 3,927,456	\$ 17,445,384
Attorneys	-	-	-	134,000	134,000
Auditors	-	-	-	43,100	43,100
Consultants & Temps	-	6,250	737,900	20,000	764,150
Staff & Board Travel	-	-	60,000	15,000	75,000
Insurance	-	39,765	17,918	11,317	69,000
Office Rent & Utilities	-	285,117	122,621	77,445	485,184
Office Machines & Storage	-	-	-	4,806	4,806
Software Licenses	-	26,732	17,434	150,978	195,144
Phones/Internet/Web Page	-	81,896	36,902	43,876	162,674
Cell Phones	-	-	2,700	96,000	98,700
Sponsorships & Memberships	-	25,000	65,000	36,710	126,710
Books for Kids	-	-	550,000	-	550,000
Instructional Materials	-	-	612,215	-	612,215
Fees, Supplies & Other Misc Ops Costs	-	4,000	63,095	191,950	259,045
Computer Equipment	-	10,350	141,444	(1,794)	150,000
Furniture & Fixtures	-	-	49,573	13,395	62,968
Unallocated (Budget Only)	(497)	(359,869)	(185,598)	1,256,824	710,860
Total ELC Operating Expense	\$ (497)	\$ 8,793,422	\$ 7,134,951	\$ 6,021,064	\$ 21,948,941
Total ELC Operating Expense & Subs	\$ (497)	\$ 9,130,422	\$ 7,326,746	\$ 6,202,474	\$ 22,659,146
Total Expense	\$ 144,009,742	\$ 9,130,422	\$ 32,553,154	\$ 6,202,474	\$ 191,895,791
Revenue over Expense	\$ -	\$ -	\$ -	\$ -	\$ -
75%	5%	17%	3%	100%	

Proposed FY2024 Preliminary Budget Three Year Comparison



Revenue:	FY2022 Actual	FY2023 Actual (Preliminary & Unaudited)	FY2024 Amendment #3 Approved Dec	FY2024 Amendment #4 Proposed	Change (Amendment 4 over Amendment 3)	Reason for Change
Recurring						
DEL School Readiness	\$ 66,402,097	\$ 91,471,187	\$ 91,023,390	\$ 91,023,390	\$ -	
DEL School Readiness Match	5,331,414	5,124,434	5,556,282	5,556,282	-	
DEL School Readiness Rate Differentia	8,561,947	13,803,743	14,202,945	14,202,945	-	
DEL Program Assessments	403,260	444,941	342,440	342,440	-	
DEL - Voluntary Pre-K	34,068,364	38,239,022	39,982,829	39,982,829	-	
CSC - Income Eligible	3,514,532	5,587,574	2,928,391	2,928,391	-	
CSC - Vulnerable Populations	2,313,271	2,888,847	3,441,136	3,441,136	-	
Broward County- Income Eligible	2,037,895	2,253,132	4,246,139	4,246,139	-	
Univ of Florida Lastinger Ctr	72,785	92,170	85,000	85,000	-	
Local Match: United Way & Cities	406,881	354,509	400,000	400,000	-	
Miscellaneous Grants & Program Inco	13,103	68,187	210,000	210,000	-	
Subtotal Recurring Revenue	\$ 123,125,548	\$ 160,327,746	\$ 162,418,552	\$ 162,418,552	\$ -	
Non-Recurring Pandemic Relief						
DEL Preschool Development Grant	256,437	377,076	-	-	-	
DEL-CARES/CRRSA Pandemic Relief	22,051,941	6,890,447	-	-	-	
DEL - ARPA Stabilization & Workforce	21,245,313	121,201,241	29,172,239	29,172,239	-	
DEL - ARPA VPK \$15/hr Wage Incentive		6,272,721	305,000	305,000	-	
Subtotal Non-Recurring	\$ 43,553,691	\$ 134,741,485	\$ 29,477,239	\$ 29,477,239	\$ -	
Total All Revenue	\$ 166,679,239	\$ 295,069,232	\$ 191,895,791	\$ 191,895,791	\$ -	
Expense:						
Child Care Slots & Grants/Stipends						
School Readiness Funding Pool	\$ 72,852,347	\$ 104,149,015	\$ 102,043,188	\$ 102,043,188	\$ -	
DEL - Voluntary Pre-K	32,774,267	43,079,466	38,750,028	38,750,028	-	
CSC - Vulnerable Populations	2,095,651	2,706,064	3,097,022	3,097,022	-	
Grants/Stipends	43,687,281	122,356,462	25,346,408	25,346,408	-	
Total Slots & Grants/Stipends	\$ 151,409,546	\$ 272,291,007	\$ 169,236,646	\$ 169,236,646	\$ -	
Sub Recipient Expense						
Children's Forum	112,098	236,457	248,205	248,205	\$ -	
211-Broward	447,355	404,211	462,000	462,000	-	
Total Sub Recipient Expense	\$ 559,453	\$ 640,669	\$ 710,205	\$ 710,205	\$ -	
ELC Operating Expense						
Staff Costs	\$ 12,137,603	\$ 15,874,138	\$ 16,737,375	\$ 17,445,384	\$ 708,009	see narrative
Attorneys	46,613	72,424	134,000	134,000	-	
Auditors	46,800	32,000	43,100	43,100	-	
Consultants & Temps	583,489	606,660	764,150	764,150	-	
Staff & Board Travel	93,930	55,151	75,000	75,000	-	
Insurance	42,105	51,656	69,000	69,000	-	
Office Rent & Utilities	460,797	597,035	485,184	485,184	-	
Office Machines & Storage	7,005	11,567	4,806	4,806	-	
Software Licenses	221,725	274,403	195,144	195,144	-	
Phones/Internet/Web Page	147,324	194,772	162,674	162,674	-	
Cell Phones	59,449	108,258	93,900	98,700	4,800	Federal fees inc.
Sponsorships & Memberships	65,525	70,914	126,710	126,710	-	
Books for Kids	249,260	314,212	550,000	550,000	-	
Instructional Materiels	111,766	3,608,438	612,215	612,215	-	
Fees, Supplies & Other Misc Ops Costs	328,025	123,918	259,045	259,045	-	
Computer Equipment	90,253	125,906	150,000	150,000	-	
Furniture & Fixtures	675	790	62,968	62,968	-	
Depreciation	1,778	1,584	-	-	-	
Unallocated (Budget Only)			1,423,669	710,860	(712,809)	
Total ELC Operating Expense	\$ 14,694,122	\$ 22,123,826	\$ 21,948,941	\$ 21,948,941	\$ (0)	
Total ELC Operating Expense & Subs	\$ 15,253,575	\$ 22,764,495	\$ 22,659,146	\$ 22,659,146	\$ (0)	
Total Expense	\$ 166,663,121	\$ 295,055,502	\$ 191,895,791	\$ 191,895,791	\$ (0)	
Revenue over Expense	\$ 16,118	\$ 13,730	\$ -	\$ -	\$ 0	

Salary & Benefits Budget to Actual Detail FY2022 to FY2024

Line item	FY2021-2022			FY2022-2023			FY2023-24		
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Projected Actual ⁶	Variance
① Salary	\$ 9,861,560	\$ 9,252,302	\$ 609,258	\$ 12,032,031	\$ 11,907,622	\$ 124,409	\$ 12,457,853	\$ 12,404,162	\$ 53,691
Taxes	769,824	654,768	115,056	965,521	882,942	82,579	932,476	940,166	(7,690)
② Retirement	291,499	246,840	44,659	302,589	323,936	(21,348)	350,504	382,378	(31,874)
③ Health, Life, STD	2,162,776	1,956,039	206,738	3,053,458	2,705,886	347,572	2,976,541	3,579,678	(603,137)
④ Worker's Comp	15,640	27,654	(12,014)	57,532	55,751	1,781	20,000	139,000	(119,000)
Total	\$ 13,101,300	\$ 12,137,603	\$ 963,697	\$ 16,411,131	\$ 15,876,138	\$ 534,992	\$ 16,737,375	\$ 17,445,384	\$ (708,009)
⑤ FTE Count	196	177	19	234	205	29	219	214	5

① Non-recurring 440K bonus pools included in FY2023 and FY2024 . Pools were drawn from normal, expected lapsed salaries from normal turnover.

② 403B participation rate gradually rising due to outreach which increases cost. Employer match amount raised from 3% to 4% for most employees 10/1/23.

③ Total impact of 30% rate increase starting August 1, 2022 not fully realized until FY2024. Rate increase resulted from staff having serious illness during pandemic and high loss ratio (cost of care exceeded total premium paid). ELC working with carrier to bring loss ratios down to slow future rate increases. FY2024 estimated cost set too low and must be adjusted.

④ Worker's Comp carrier unexpectedly re-classified all ELC staff to higher cost social service classification, discussion with carrier pending

⑤ Gradual hiring process for CRSSA/ARPA programs in FY22 & FY23 resulted in salary budget savings. 15 vacant & unneeded ARPA roles eliminated on 6/30/24. ELC fully staffed in FY2024 with minor variances due to normal turnover. Slowing staff turnover contributed to higher cost of health benefits. Assumptions will be adjusted for FY 2025. See also Budget Staffing Plan Report.

⑥ FY2024 projection based on actuals through 1/31/24 (annualized)

Budgeted Staffing Plans FY2022-FY2023

Business Unit	FY 2022	FY 2023	FY 2024	+/-	Notes
CEO & Support	2.0	2.0	2.0	0.0	Eliminate 1 Vacant ARPA Stipend Role
Finance & Contracts	10.0	13.0	12.0	(1.0)	
HR & Quality Assurance	9.0	12.0	12.0	0.0	
IT	6.0	7.0	7.0	0.0	
CPO & Communications	1.0	4.0	4.0	0.0	
Total Admin FTE	28.0	38.0	37.0	(1.0)	
Provider Payments	12.0	15.0	15.0	0.0	Eliminate 14 Vacant ARPA Roles
Provider Relations	6.0	13.0	13.0	0.0	
Eligibility	74.0	74.0	74.0	0.0	
Customer Service & CCR&R	22.0	22.0	22.0	0.0	
Quality & Education	54.0	72.0	58.0	(14.0)	
Total Program FTE	168.0	196.0	182.0	(14.0)	
Total Budget FTE	196.0	234.0	219.0	(15.0)	



FYI 1 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019, cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

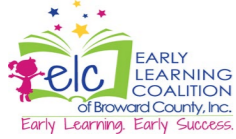
Cash disbursement for January 2024

Vendor Name	Amount	Purpose
211 Broward	34,226.77	December 2023 Invoice
Adobe Systems Incorporated	7,550.00	Acrobat Sign Enterprise Annual Renewal (1/11/24-01/10/25)
ADP, Inc.	1,328.40	December 2023 Time & Attendance
ADP, Inc.	2,696.22	December 2023 Processing Charges for 11/09/23-12/23/23
Alison Gonzalez	1,050.00	Class Observation for Dec 2023
Andrew Wolf DBA Ace Business Forms	2,548.00	ELC Branded Folders
AT&T Mobility	8,260.71	January 2024 Cell phone and Data Charge
Bluejean Software, Inc.	1,000	December 2023 Cloud Hosting & Maintenance & Support
Bluejean Software, Inc.	1,000	November 2023 Cloud Hosting & Maintenance & Support
Business Card	7,762.22	Bank of America Ops Purchases C. Klima (No individual items > \$1,000)
Business Leadership Institute	6,250.00	Nov 2023 Professional Development Training Services
Carmen Nicholas	2,800.00	CLASS Observations for DEC 2023
Colonial Life & Accident Insurance	9,209.19	December 2023 Employee Benefits
Florida Department of Education	4,538.45	FY22-23 Overpayment Collections from Providers Due to DEL
Goren, Cherof, Doody, & Ezrol, P	5,725.00	December 2023 Legal Services
Indeed	2,500.00	December 2023 Job Posting
Intermedia.ne	3,337.61	January 2024 Office 365
Intermedia.net	1,144.00	Jan 24 Microsoft Defender
Internal Revenue Service	19,652.50	Levy Payment for School of Excellence
Keefe McCullough	2,000.00	Preparation of PY 2022 Form 5500
Keefe McCullough	5,750.00	Financial Audit Services Through December 2023
Malwarebytes	9,057.84	Malware Endpoint Protection for January 18, 2024 - January 17, 2025
Maria Lopez	1,750.00	CLASS Observations for DEC 2023
Revation Systems, Inc.	7,253.84	December 2023 VOIP Services
The School Board of Broward County	1,030.00	December 2023 Gulfstream Lease Custodial Fees
The School Board of Broward County	1,030.00	January 2024 Gulfstream Lease Custodial Fee



FY24 Match Fundraising Report

Funder	Status	Amount
Coconut Creek	Approved	29,249
Cooper City	No Response	-
Coral Springs (Community Chest)	Approved	1,500
Dania Beach	No Funding Available	-
Davie	No Response	-
Deerfield Beach	Approved	30,000
Ft. Lauderdale	Approved	75,000
Hallandale Beach	Approved	19,000
Hollywood	Approved	10,000
Lauderdale By The Sea	Approved	1,000
Lighthouse Point	No Response	-
Lauderdale Lakes	No Response	-
Lauderhill	Approved	20,000
Margate	Pending Response	1,000
Miramar	No Response	-
North Lauderdale	Approved	10,000
Oakland Park	Approved	10,000
Parkland	Approved	3,000
Pembroke Park (Town)	No Response	-
Pembroke Pines	Approved	35,000
Plantation	Approved	21,900
Pompano Beach	Approved	21,500
Tamarac	No Response	-
Sunrise	Approved	60,000
Southwest Ranches	No Response	-
West Park	No Response	-
Weston	Approved	5,389
Wilton Manors	Approved	4,240
		357,778
United Way	Committed as of July 1	130,000
Child Care Providers	Committed as of July 1	500,000
Broward County	Committed as of July 1	3,774,346
CSC	Committed as of July 1	794,158
	Total SR Match	5,556,282



**Early Learning Coalition of Broward County
Finance & Executive Committee Attendance Chart FY 2023-2024**

QUORUM # NEEDED: 4

	FINANCE	Position	Term Started	Term Exp	Aug-29	Oct-03	Nov-28	Jan-23	Feb-27	Apr-30	Jun-04	TOTAL FY ABSENCES
1	Cindy Arenberg Seltzer	Chair	Jun-20	Jun-24	V	V	V	V				0
2	Maria Hernandez	Member	Jul-23		ABS	V	V	ABS				2
3	Renee Podolsky	Member			V	V	V	V				0
4	Twan Russell	Member			V	V	V	ABS				1
5	Laurie Sallarulo	Member			V	ABS	V	V				1
6	Zachary Talbot	Member	Jun-20		V	V	ABS	V				1

QUORUM # NEEDED: 4

	EXECUTIVE	Position	Term Started	Term Exp	Aug-29	Oct-03	Nov-28	Jan-23	Feb-27	Apr-30	Jun-04	TOTAL FY ABSENCES
1	Laurie Sallarulo	Chair	Apr-14		V	ABS	V	V				1
2	Dawn Liberta	First Vice Chair/Governance	Dec-23					V				
3	Twan Russell	Second Vice Chair	Jun-20	Jun-24	V	V	V	V				0
4	Monica King	Secretary/PRC Chair	Jun-20	Jun-24	V	V	V	V				0
5	Cindy Arenberg Seltzer	Treasurer	Jun-20	Jun-24	V	V	V	V				0
6	Michael Asseff	Nominating Chair			V	V	V	V				0
7	Renee Podolsky	Audit Chair	Jun-22		V	V	V	V				0

Members who left During FY 23 - 24 Term

	FINANCE	Position	Term Started	Last Day	Aug-29	Oct-03	Nov-28	Jan-23	Feb-27	Apr-30	Jun-04	TOTAL FY ABSENCES
1	Dawn Liberta	Member	Sep-21	09/28/23	V							
2												
3												
	EXECUTIVE	Position	Term Started	Last Day	Aug-29	Oct-03	Nov-28	Jan-23	Feb-27	Apr-30	Jun-04	TOTAL FY ABSENCES
1	Dawn Liberta	First Vice Chair/Governance	Jun-20	09/28/23	V							
2												
3												
V= Virtual Meeting												
X= Present at meeting												
ABS= Absent from Meeting												
P= phone attendance												
FM= First Meeting												
LM= Last Meeting												
Shaded areas - no meeting scheduled												
O:\Board\Board- Committee & Board Meetings\Board\FY 2023-2024												

Except for Chair an Officers term is for two years. No officer may hold the same elected position for more than (2) term of two years