



APPROVED AT DECEMBER 2, 2021 FINANCE COMMITTEE MEETING

Early Learning Coalition of Broward County, Inc.
Finance Committee Meeting Minutes
November 9, 2021, at 2:30 PM
 Virtual Meeting

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| Members in Attendance | Cindy Arenberg-Seltzer, Renee Podolsky, Zachary Talbot, Khalil Zeinieh, Dawn Liberta |
| Members Absent | Twan Russell, Laurie Sallarulo |
| Staff in Attendance | Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt, COO, Reiner Potts, Financial Analyst; Allison Metsch, Director of Education & Quality Initiatives; Pablo Calvo, Director of Community Engagement; Elsy Silvestre, Contract Administrator; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Stephanie Landreville, Controller |
| Others in Attendance | Jacob Jackson, General Counsel |

| Item | Action/Discussion |
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| Welcome & Call to Order | Committee Chair Cindy Arenberg Seltzer called the Finance Committee Meeting to order at 2:30 PM. Roll was called, and a quorum was established. |
| CONSENT AGENDA a. Approve August 31, 2021 Finance Committee meeting minutes | There was a Motion to move the Consent Agenda by Renee Podolsky. and Seconded by Zachary Talbot. Unanimously approved. Motion Passes. |
| REGULAR BUSINESS: a. FIN222RB1 – Approve September Interim Financials | <p><u>Approve September 2021 Interim Financials</u></p> <p>Financial Highlights of Fiscal Year 21-22 include:</p> <ul style="list-style-type: none"> • ELC continued on a full enrollment trajectory for School Readiness with a higher-than normal child enrollment pattern. • VPK expenditures were lower than expected for a normal year, but higher than they were at this time last year (which was the peak of the pandemic) • ELC Staff continue to vigorously call new children from the waitlist with the goal of minimizing or eliminating waiting time going forward. • Renee Podolsky inquired if ELC had sufficient staff. The CEO said that we were managing with our existing staff using overtime, but we may need to consider adding staff to fully support our drive to “clear” the waitlist. Renee Podolsky indicated that she would support adding new staff to accomplish this goal. • Committee Chair Cindy Arenberg-Seltzer asked if on the staffing shortage side there was any way that we can have an estimate of children who may be on a waitlist or multiple waitlist’s due to the childcare centers not having enough staff. The CEO replied that we do not have access to the childcare provider waitlists. The CPO added that on the Phase 6 applications that opened on 11/10, there is a mandatory survey question that asks if they currently have a waitlist. While that does not give an indication as to the number of children on multiple waitlists across multiple centers, we will know if the providers have a waitlist. • CEO mentioned that we aren’t hearing from families who are having trouble finding a place to enroll their child. Committee Chair Cindy Arenberg Seltzer asked if ELC handles the disbursement and processing of certificates. CIO replied that ELC knows how many certificates have been approved and how many have |

