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

Financial Highlights of Fiscal Year 21-22 include:

- 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
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| **b. FIN222RB2 – Approve Budget Amendment #2** | Committee Chair Cindy Arenberg Seltzer recommended that we look at those who had certificates but didn’t redeem them.  
- Renee Podolsky inquired if we followed up with families who had certificates but didn’t redeem them to investigate why they weren’t redeemed. CPO responded that we have the ability to look at the percentages of families who get their certificates and don’t enroll on an annual basis.  

There was a Motion to Accept Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant by Renee Podolsky and Seconded by Khalil Zeinieh. Unanimously approved. Motion Passes. |
| **c. FIN222RB3 – Approve Request to Initiate Procurements** | Christine Klima, CAO presented the following highlights for the Second Budget Amendment and the new FY22 Funding Allocations:  
- CAO went over the financials and budget amendment, noting that School Readiness Awards to enroll children from the waitlist came in higher than expected.  
- Renee Podolsky asked how many children are currently on the waitlist and CEO responded that there are currently 2,621.  
- $28,032,779 in new CRRSA Federal Stimulus Funding for Grants to Providers and Workforce Support Initiatives was awarded on October 29. ELC expected to begin accepting grant applications for these funds within a week.  

There was a Motion to Approve Budget Amendment #2 by Dawn Liberta and Seconded by Renee Podolsky. Unanimously approved. Motion Passes.  

***Note from staff: There was a scrivener’s error the header of the action statement for Budget Amendment that included an incorrect fiscal impact amount. The correct amount should have been shown as “$35,399,978 Net Increase to Revenue and Expense”. The header was revised with the correct information when the item was submitted for Board approval.** |

**Approved FY21 Budget Amendment #2**  

There was a Motion to initiate procurements to select vendors by Zachary Talbot and Seconded by Dawn Liberta. Unanimously approved. Motion Passes. |

**NEW BUSINESS**  
There was no discussion.  

**MATTERS FROM CHAIR**  
There was no discussion.  

**MATTERS FROM COMMITTEES**  
There was no discussion.  

**PUBLIC COMMENT**  
There was no comment.  

**NEXT MEETING DATE**  
December 7, 2021 @ 1:30 PM  

**ADJOURN**  
Meeting adjourned at 3:50 PM  

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.