



APPROVED AT FEBRUARY 1, 2022 FINANCE COMMITTEE MEETING

Early Learning Coalition of Broward County, Inc.

Finance Committee Meeting Minutes

December 7, 2021, at 1:30 PM

Virtual Meeting

Members in Attendance	Finance Chair, Cindy Arenberg-Seltzer, Laurie Sallarulo, Zachary Talbot, Khalil Zeinieh, Dawn Liberta, Cara Cerchione, Monica King, Reinier Potts, Richard Campillo, Michael Asseff
Members Absent	Twan Russell, Renee Podolsky
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; Director of Community Engagement; Elsy Silvestre, Contract Administrator; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Stephanie Landreville, Controller; Keisha Dunn-Pettis,
Others in Attendance	Sandra Paul

Item	Action/Discussion
Welcome & Call to Order	Committee Chair Cindy Arenberg Seltzer called the Finance Committee Meeting to order at 1:34 PM. Roll was called, and a quorum was established.
CONSENT AGENDA a. Approve November 9, 2021, Finance Committee meeting minutes	<p>There was a Motion to move the minutes by Dawn Liberta. and seconded by Laurie Sallarulo. Unanimously approved. Motion Passes.</p> <p>There was a Motion by Committee Chair Cindy Arenberg Seltzer to have the word 'VPK' added prior to the word certificates at the bottom of page 2. The mover and the seconder approve of that change and it went to a vote. Unanimously approved. Motion Passes.</p>
REGULAR BUSINESS: a. FIN223RB1 – Approve October Interim Financials	<p><u>Approve October 2021 Interim Financials</u></p> <p>FY22 expenditures continue to reflect vigorous waitlist enrollment for School Readiness and lower than normal VPK expenditures due to the pandemic.</p> <p>Committee Chair Cindy Arenberg Seltzer requested more information about why families are not using VPK as much this year.</p> <p>CPO and CIO surveyed families that have received certificates but have not redeemed them with the goal of finding out why they haven't used their certificates. Out of the 2,000 families surveyed, only 39 parents responded. The responses varied and parents cited the Covid-19 and enrollment delayed to January as reasons.</p> <p>There was a Motion to Accept the October 2021 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant by Khalil Zeinieh and Seconded by Zachary Talbot. Unanimously approved. Motion Passes.</p>

<p>b. FIN223RB2 – Approve Budget Amendment #3</p>	<p><u>Approve FY21 Budget Amendment #3</u></p> <p>Christine Klima, CAO presented the following highlights for the Third Budget Amendment with particular emphasis on a new \$28 million CRRSA Federal Stimulus allocation for grants to providers and workforce support.</p> <p>The amendment included funding to staff the rollout of the Broward Above and Beyond program to provide support to the Broward Early Care Educator Workforce.</p> <p>Laurie Sallarulo, asked if we were required to use the salary money in any specific way? She asked about inclusion specialists and staffing support for providers to target children with special needs.</p> <p>Christine Klima, CAO shared that from a compliance perspective, this funding is not prescriptive.</p> <p>Howard Bakalar, CPO said that our focus has been on working with the school system to establish a mobile evaluation team within childcare centers, because that’s what providers have shared with us that their needs are for the special need's population.</p> <p>Cara asked how we are monitoring the outputs of our current inclusion team, before we start growing the team? Howard Bakalar, CPO replied that we look very closely at all of it and we are not requesting an expansion of Inclusion in this proposal.</p> <p>There was a Motion to Approve Budget Amendment #3 by Dawn Liberta and Seconded by Zachary Talbot. Unanimously approved. Motion Passes.</p> <p>Howard announced Keisha Dunn-Pettis will be leaving the ELC and we want to wish her the best.</p>
<p>NEW BUSINESS</p>	<p>There was no discussion.</p>
<p>MATTERS FROM BOARD</p>	<p>There was no discussion.</p>
<p>MATTERS FROM CEO</p>	<p>There was no discussion.</p>
<p>PUBLIC COMMENT</p>	<p>There was no comment.</p>
<p>NEXT MEETING DATE</p>	<p>February 1, 2021 @ 1:30 PM</p>
<p>ADJOURN</p>	<p>Meeting adjourned at 2:23 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.