



Approved on March 10, 2025, Board Meeting  
**Early Learning Coalition of Broward County, Inc.**  
**Board Meeting Minutes**  
**February 10, 2025, at 9:30 AM**  
Virtual Meeting

Members in Attendance	Chair Laurie Sallarulo; Dawn Liberta; Michael Asseff (virtual); Monica King; Cindy Arenberg-Seltzer (virtual); Sharonda Bailey; Krystie Castillo (virtual); Brenda Fam; Kirk Englehardt (virtual); Amy Hauser; Maria Hernandez (virtual); Carol Hylton (virtual); Renee Podolsky (virtual); Dr. Amoy Reid (virtual); Ellie Schrot; Traci Schweitzer; Zachary Talbot (virtual); Julie Winburn (virtual)
Members Absent (Excused)	Richard Campillo; Twan Russell
Members Absent (Unexcused)	
Honorary Members	Beverly Batson (virtual)
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Hubert Cesar, CIO; Howard Bakalar, CPO; Melody Martinez, Board Liaison; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Allison Metsch, Senior Dir. of Education & Quality; Amy Moore, Senior Dir. of Family Services and Customer Services; Ancel Pratt III, Senior Dir. of Communications; Ayme Hamoui, Dir. of Education Program Assessment; Andres Calero, Accountant; Gracy Haladjian, Dir. of Family & Customer Services; Kasey LaFrance, Contracts Administration Manager; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sandra Paul, Senior Dir. of Provider Reimbursement; Stephanie Landreville, Controller
Others in Attendance	Julie Klahr, Legal Counsel; Jose Melendez, Dept. of Children & Families (Traci Schweitzer Executive Assistant)

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 9:35 AM. The roll was called, and a quorum was established.
Chair Report	Nothing to report.
CEO Report	<p>CEO Renee Jaffe announced that DEL released \$40M for School Readiness funding gaps on January 21, with ELC Broward receiving \$6M, resolving the projected FY25 deficit.</p> <p>Ahead of the 2025 Florida Legislative session, ELC Broward and AELC are advocating for a \$17M increase in School Readiness funding and a shift to State Median Income (SMI) as the eligibility benchmark.</p> <p>On January 28, 2025, ELC Broward was named a finalist in two categories at the 14th Annual Community Care Plan Non-Profit Awards. The awards ceremony will be held on March 7, 2025. We would like to extend our sincere gratitude to Board Member Zachary Talbot for his generous donation and assistance with funding our table.</p>
Mission Moment - Video	Allison Metsch shared the Mission Moment video with the Board.

<b>Consent Agenda</b> 1. Approve December 16, 2024, Meeting minutes	A <b>Motion</b> was made by Dawn Liberta and <b>Seconded</b> by Monica King to move the Consent Agenda. The <b>Motion was unanimously approved. Motion Passed.</b>
<b>Finance Committee</b>  1. B254FIN1 – Approve August 2024 Interim Financial Statements  2. B254FIN2 – Approve Budget Amendment #3	<p><b><u>Approve December 2024 Interim Financial Statements</u></b></p> <p>The CAO went over the December 2024 Financial Statements.</p> <p>A <b>Motion</b> was made by Monica King and <b>Seconded</b> by Ellie Schrot to Approve December 2024 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant. The <b>Motion was unanimously approved. Motion Passed.</b></p> <p><b><u>Approve Amendment # 3</u></b></p> <p>The CAO went over the FY25 Slot Funding Update.</p> <p>The Finance Committee brought forth a <b>Motion</b> to Approve FY2025 Budget Amendment #3 and <b>Seconded</b> by Brenda Fam. The <b>Motion was unanimously approved. Motion Passed.</b></p>
<b>Regular Business</b> 1. B254RB1 – Approve Related Party Transactions	<p><b><u>Related Party Purchase</u></b></p> <p>A <b>Motion</b> was made by Ellie Schrot and <b>Seconded</b> by Brenda Fam to Approve Related Party Purchases for Community Sponsorship. The <b>Motion was unanimously approved. Motion Passed.</b></p> <p><b><u>Abstentions:</u></b></p> <ul style="list-style-type: none"> <li>• Cindy Arenberg-Seltzer abstained as she is the CEO of CSC.</li> <li>• Maria Hernandez abstained as she is the CPO of the United Way of Broward County.</li> </ul>
<b>Nominating Committee</b> Update from Committee Chair	We are looking for Private Sector Members.
<b>Audit Committee</b> Update from Committee Chair	Nothing to report.
<b>Governance Committee</b> 1. B254GOV1 – Approve Updated HR Policies  2. B254GOV2 – Approve Board Survey Questions & Board Retreat Survey Questions	<p><b><u>HR Policies</u></b></p> <p>Committee Chair Dawn Liberta went over the changes to the HR Policies contained in the Employee Handbook.</p> <p>The Governance Committee brought forth a <b>Motion, Seconded</b> by Carol Hylton, to Recommend the Board approve the revised HR Policies. The motion was <b>Unanimously Approved. Motion Passed.</b></p> <p>Committee Chair Dawn Liberta and Judith Merritt, COO, reviewed the revisions to the Board's Annual Survey and Retreat Questions.</p> <p>The Governance Committee brought forth a <b>Motion</b> for the Board to Approve Board Survey &amp; Board Retreat Survey Question, <b>Seconded</b> by Traci Schweitzer. The motion was <b>Unanimously Approved. Motion Passed.</b></p>



<b>Program Review Committee</b> Update from Committee Chair	Committee Chair Monica King announced that the next meeting is scheduled for March 3 <sup>rd</sup> . Chair
<b>Ad Hoc Fundraising</b> Update from Committee Chair	CEO Renee Jaffe mentioned that the team is currently gathering ideas and seeking Board member's assistance.
<b>Provider Representatives</b> Update from Provider Representatives	<p>Provider Representative Amy Hauser reported that she recently met with representatives from nine different schools to address various concerns. The feedback from the schools indicated that enrollment is currently low, but efforts are being made to improve this. Staffing levels are improving with reduced turnover and an increase in the number of trained employees.</p> <p>Provider Representative Krystie Castillo shared that she is pleased to see families are being called off the SR waitlist.</p>
<b>Unfinished Business</b>	None
<b>New Business</b>	None
<b>Matters from the Chair</b>	None
<b>Matters from the Board</b>	<p>School Board Member Brenda Fam shared she recently attended an event at the Panthers Arena for the Broward School District. She raised concerns that ELC was not invited as a partner. Renee Jaffe mentioned they maintain a strong, collaborative relationship with members of the school district and work together on various initiatives.</p> <p>Board Member Sharonda Bailey acknowledged that the school district has a strong and productive working relationship with the Early Learning Coalition (ELC).</p> <p>Board Member Dawn Liberta shared that April 29 is her 32<sup>nd</sup> annual Mother's Day lunch. She will be sending out sponsorships and tickets in case anyone is interested.</p> <p>Board Member Monica King announced that Healthy Start will be hosting its 2nd Annual Maternal and Child Health Conference on April 10 at the Seminole Hard Rock Hotel &amp; Casino.</p> <p>Board Member Maria Hernandez noted that the United Ways Behavioral Health conference will take place in the third week of May, and she will provide further details as the date approaches.</p>
<b>Matters from the CEO</b>	CEO Renee Jaffe shared that we are actively working to secure more appropriate funding for the upcoming year, with significant advocacy efforts underway.
<b>Matters from Committees</b>	None
<b>Matters from our Partners</b>	None
<b>Matters from Committees</b>	None

*Monica F King*  
ELC SECRETARY

<b>Public Comments</b>	None
<b>Next Meeting</b>	<u>March 10, 2025, at 9:30 AM</u>
<b>Adjourn</b>	Laurie Sallarulo adjourned the meeting at 10:47 AM

*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.*