



Approved on March 4, 2025, Audit Committee Meeting

Early Learning Coalition of Broward County

Audit Committee Meeting Minutes

August 27, 2024, at 3:30 PM

Virtual Meeting

Members in Attendance	Chair, Renee Podolsky; Michael Asseff; Richard Campillo; Dawn Liberta; Monica King; Traci Schweitzer
Members Absent (Excused)	
Members Absent (Unexcused)	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Melody Martinez, Board Liaison & Executive Assistant; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Kasey Lafrance, Contracts Administration Manager; Megan DeGraaf, Purchasing & Procurement Specialist; Stephanie Landreville, Controller
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Renee Podolsky called the meeting to order at 3:32 PM. The roll was called, and a quorum was established.
<b>CONSENT AGENDA</b>  1. Approve May 3, 2024, Committee meeting minutes. 2. Approve July 29, 2024, Committee meeting minutes RFP	A <b>Motion</b> was made by Dawn Liberta and <b>Seconded</b> by Michael Asseff to approve the Consent Agenda. <b>Unanimously Approved. Motion Passes.</b>
<b>REGULAR BUSINESS</b>  1. AUD251RB1 – Review Evaluation Scores for RFP Applicants and make Vendor recommendation(s) for the award.	<p>The score sheets for each of the committee members for the Audit &amp; Tax Services RFP were shared and discussed. The three highest-ranked Vendors were as follows, from highest to lowest</p> <ol style="list-style-type: none"> <li>1. Citrin Cooperman</li> <li>2. Verdeja &amp; Alvarez</li> <li>3. MSL</li> </ol> <p>There was a discussion regarding the top three proposals, comparing what they offer.</p> <p>A <b>Motion</b> was made by Michael Asseff and <b>Seconded</b> by Dawn Liberta to recommend Citrin Cooperman to the Board as the Vendor for the services. The motion was <b>Unanimously Approved. Motion Passes.</b></p> <p>Richard Campillo asked staff if there were any concerns about the three, CAO Christine Klima replied that she has no concerns.</p>
<b>Unfinished Business</b>	None
<b>New Business</b>	None
<b>Matters from the Chair</b>	None
<b>Matters from the Committee</b>	None
<b>Public Comment</b>	None
<b>Next Meeting</b>	<u>October 10, 2024 @ 3:30 PM</u>
<b>Adjourn</b>	Renee Podolsky adjourned the meeting at 4:07 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.*