



Approved on June 23, 2025, Executive Committee Meeting

Early Learning Coalition of Broward County, Inc.

Executive Committee Meeting Minutes

(Immediately following the Finance meeting)

April 29, 2025, at 1:30 PM

Virtual Meeting

Members in Attendance	Chair, Laurie Sallarulo; Michael Asseff; Monica King; Cindy Arenberg-Seltzer; Amoy Reid; Renee Podolsky
Members Absent (Excused)	Dawn Liberta
Members Absent (Unexcused)	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Amy Moore, Sr. Director of Family Services & Customer Services; Ancel Pratt III, Sr. Director of Communications & Outreach; Andres Calero, Accountant; Kasey LaFrance, Contracts Administration Manager; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sarane Epps, Contract Specialist; Stephanie Landreville, Controller; Daniel Hollenbaugh, AP and Payroll Manager
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 2:30 PM. The roll was called, and a quorum was established.
Chair Report	Chair Laurie Sallarulo reported that a call was held with the Broward Workshop and several other community stakeholders to discuss matters related to the Florida Chamber. A key topic of discussion was the concern that approximately 40% of children are not ready to enter school, and the root causes of this readiness gap are uncertain.
CEO Report	CEO Renee Jaffe provided an update on current organizational activities and initiatives.
Consent Agenda <ol style="list-style-type: none"> 1. Approve March 4, 2025, Committee meeting minutes 2. EXC256CA1- Authorize Sole Source award posting and purchase for Teachstone CLASS-related material and training for FY26 preliminary budget 3. EXC256CA2- Authorize Sole Source posting for INCENTIVE\$ from Children's Forum 4. EXC256CA3- Authorize Sole Source award posting for 211 	<p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Monica King to approve the Consent Agenda. The Motion was unanimously approved. Motion Passed.</p>

<p>Regular Business</p> <ol style="list-style-type: none"> 1. EXC256RB1 – Approve Contract Amendment to the Children’s Services Council Vulnerable Populations FY24/25 Program Agreement pending legal review 2. EXC256RB2 – Legislative Update 	<p><u>Vulnerable Populations Budget Amendment</u></p> <p>A Motion was made by Monica King and Seconded by Amoy Reid to Approve a Contract Amendment for a \$2,775,000 Budget Increase to the Children’s Services Council FY24/25 Vulnerable Populations Program Agreement pending legal review. The Motion was unanimously approved. Motion Passed.</p> <p><u>Abstentions:</u></p> <ul style="list-style-type: none"> • Cindy Arenberg-Seltzer abstained as she is the CEO of CSC. <p><u>Legislative Update</u></p> <p>CEO Renee Jaffe provided a legislative update, noting that the 2025 Florida Legislative Session is in its 8th week and will conclude on May 2. ELC Broward is closely monitoring several early learning bills, particularly House Bill 859 and Senate Bill 1382, which propose redefining School Readiness (SR) eligibility from the Federal Poverty Level (FPL) to the State Median Income (SMI).</p>
<p>Unfinished Business</p>	<p>None</p>
<p>New Business</p> <ul style="list-style-type: none"> • EXC256NB1 - IRS 	<p>CAO Christine Klima informed the Board that the IRS has requested a resolution authorizing her to submit a Voluntary Correction Program (VCP) application for the Coalition’s 403B Retirement Plan. The resolution would grant her authority to sign all related documents under penalty of perjury and to take any necessary actions in connection with the application.</p> <p>A Motion was made by Monia King and Seconded by Amoy Reid to Authorize staff to bring a resolution before the Board on May 12, 2025, to authorize the Chief Administrative Officer to submit a Voluntary Correction Program application for the Coalition 403B Retirement Plan to the US Internal Revenue Service, Sign documents related to the application under penalty of perjury and carry out other activities related to the matter as required in consultation with legal counsel. The Motion was unanimously approved. Motion Passed.</p>
<p>Matters from the CEO</p>	<p>None</p>
<p>Matters from the Committee</p>	<p>None</p>
<p>Public Comments</p>	<p>There was no discussion.</p>
<p>Next Meeting</p>	<p><u>June 3, 2025</u></p>
<p>Adjourn</p>	<p>Meeting adjourned at 2:58 PM by Cindy Arenberg-Seltzer</p>

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.