



APPROVED AT FINANCE MEETING 1.26.18

Early Learning Coalition of Broward County
Finance Committee Meeting Minutes

November 29, 2017 – 3:00 pm

6301 NW 5th Way, Suite 3400, Fort Lauderdale, FL 33309

- Members in Attendance: Cindy Arenberg Seltzer, Second Vice Chair; Deborah Hosey Meidinger via phone; Jeffrey Dwyer; Laurie Sallarulo; Nicholas Kaniaris;
- Members Absent: Renee Podolsky
- Staff in Attendance: Renee Jaffe, CEO; Christine Klima, CAO; Doreen Moskowitz, Director of Compliance; Howard Bakalar, COO; Hubert Cesar, IT Director; Irene Ramos, EA; Reinier Potts; Sandra Paul
- Others in Attendance: Jacob Jackson, General Counsel

Item	Action/Discussion	Follow-up
Welcome & Call to Order	Cindy Arenberg Seltzer called the meeting to order at 3:07 p.m. Self-introductions were made and a quorum was established.	
Approve October 25, 2017 Minutes	A Motion to Approve the October 25, 2017 meeting minutes was made by Jeffrey Dwyer, seconded by Nicholas Kaniaris and unanimously approved .	

<p>Approve Revisions to the Monthly List of Cash Disbursements</p>	<p>A Motion to Approve a revision to the Monthly List of Cash Disbursements to exclude child care provider reimbursements between \$1,000 and \$25,000 was made by Jeffrey Dwyer, seconded by Nicholas Kaniaris and unanimously approved.</p>	
<p>Approve Budget Amendment #2</p>	<p>COO Howard Bakalar explained that the \$1.1 million reduction in PFP funding was related to a change in OEL’s method of calculating PFP funding for Coalitions and based on the actual assignment of provider’s to (quality) tiers and the incentive pay of each quality tier. Initial calculations by OEL assumed all providers were in the highest tier which has a higher incentive pay for providers. He also noted that the new PFP model does not include year-end bonus payments for providers who show improvement are no longer being funded by OEL.</p> <p>A Motion to Approve the Budget Amendment #2 was made by Jeffrey Dwyer, seconded by Nicholas Kaniaris and unanimously approved.</p>	
<p>Approve September & October Interim Financial Statements</p>	<p>Christine Klima presented the September and October 2017 Financial Statements and discussed utilization.</p> <p>A Motion to Approve the September & October Interim Financials was made by Jeffrey Dwyer, seconded by Nicholas Kaniaris and unanimously approved.</p>	
<p>Approve Revised Financial Statement Presentation Format When Multiple Months Are Reviewed</p>	<p>A Motion to Approve the Revised Financial Statement Presentation When Multiple Months are Reviewed was made by Jeffrey Dwyer, seconded by Nicholas Kaniaris and unanimously approved.</p>	

New Business	There was discussion whether the Finance Committee meeting schedule should be changed from monthly to bi-monthly, which would still exceed the minimum number of meeting required in the By-Laws. There was consensus that going forward the committee would meet bi-monthly; however, there would also be a protocol for additional meetings to address unanticipated actions that might arise in between meetings.	
Matters from the Vice Chair	Cindy Arenberg Seltzer discussed anticipated refinements to outcome performance measures for the CSC's Vulnerable Populations initiative to better assess the impact of services on both the child(ren) served and their families.	
Public Comment	There was no public comment.	
Next Meeting Date	January 24, 2018 @ 3:00 p.m.	
Adjourn	Motion to adjourn the meeting was made by Jeffrey Dwyer. The meeting adjourned at 4:00 pm.	

These minutes contain the action items of the Finance Committee 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.