



Approved on December 12, 2022, Board Meeting
 Early Learning Coalition of Broward County, Inc.
 Board Meeting Minutes
 November 14, 2022, at 9:00 AM
Hybrid Meeting

Members in Attendance	Chair Laurie Sallarulo; Dawn Liberta; Twan Russell; Monica King; Cindy Arenberg-Seltzer; Michael Asseff; Sharonda Bailey; Richard Campillo; Kirk Englehardt; Carol Hylton; Melody McDonald; Renee Podolsky; Amoy Reid; Ellie Schrot; Kristina West; Julie Winburn
Members Absent	Beverly Batson; Zachary Talbot
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Judith Merritt, COO; Hubert Cesar, MSIS; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Allison Metsch, Sr. Director of Education & Quality; Amy Moore, Senior Director of Family Services and Provider Relations; Ancel Pratt III, Senior Director of Communications; Ayme Hamoui; Director of Education Program Assessment; Beverly Hung, Human Resources Director; Sandra Paul, Senior Director of Provider Reimbursements; Megan DeGraaf, Purchasing and Procurement Specialist; Irene Ramos, Office Coordinator; Stephanie Landreville, Controller; Reiner Potts, Financial Analyst; Kasey Lafrance, Contracts Administration Manager; Magdalena Laino, Quality Assurance Manager; Samantha Dempsey,
Others in Attendance	Julie Klahr, General Counsel; Maria Hernandez

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 9:02 AM. The roll was called, and a quorum was established.
Chair Report	<p>Chair Laurie Sallarulo welcomed everyone and suggested bringing to Executive committee a proposal that committee meetings remain virtual, but Board meetings should be in person only. Several members voiced concern about removing the Hybrid options, also the 9:00am start time was challenging for some. Cindy mentioned that closing the possibility of being virtual would decrease members' chances of attending in case of an emergency.</p> <p>Chair requested that ELC Staff send out a survey to see what most Board members agree on regarding the meeting start time and in-person only option.</p>
CEO Report	<p>CEO welcomed and thanked Board members who showed up to the Staff BBQ, and to those who donated. Also thanked those who participated in Read for the Record. CEO provided highlights from the CEO report.</p> <p>Ellie Schrot acknowledged Allison and her team about the inclusion updates. She also expressed excitement about the behavior bites, and the baby navigator.</p> <p>Board member Carol Hylton shared that Career Source of Broward recently received a grant for half a million dollars to work with single mothers doing some unique and innovative things around workforce development and barriers that single mothers sometimes face. She expressed she would like to connect with the ELC around this opportunity. CEO will follow up with Carol Hylton.</p>

Mission Moment – CLASS Observations	Allison Metsch presented a PowerPoint and update on CLASS Observation.
Consent Agenda a. Approve September 12, 2022, Meeting minutes	A Motion was made by Cindy Arenberg-Seltzer to approve the September 12, 2022, Meeting Minutes. Seconded by Carol Hylton. The Motion was unanimously approved. Motion Passes.
Finance Committee a. B232FIN1 - Approve September 2022 Interim Financial Statements b. B232FIN2 - Approve FY 23 Budget Amendment #2	<u>Approve September 2022 Interim Financials</u> A Motion was brought forth by the Finance Committee to Approve September 2022 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant. Seconded by Renee Podolsky. The Motion was unanimously approved. Motion Passes. <u>Approve FY 23 Budget Amendment #2</u> The CAO reviewed the highlights of the FY21 Budget Amendment #2 A Motion was brought forth by the Finance Committee Chair Cindy Arenberg-Seltzer to Approve FY2023 Budget Amendment #2. The Motion was unanimously approved. Seconded by Monica King. Motion Passes. The Motion was unanimously approved. Motion Passes.
Regular Committee a. B232RB1 – ARPA Update	CEO presented an ARPA update. Chair Laurie Sallarulo requested that the ARPA update be sent via email to all Board members.
Nominating Committee a. B232NOM1 – Approve Ms. Hernandez to the Board for the open Private Business Sector vacancy	COO welcomed and introduced the prospective board member, Maria Hernandez to the Board. Ms. Hernandez expressed her interest in joining the ELC Board and outlined her experience and commitment should she be selected. A Motion was made by Cindy Arenberg-Seltzer to Approve candidate to the Board. Seconded by Ellie Schrot. The Motion was unanimously approved. Motion Passes.
Governance Committee <i>Update from Committee Chair</i>	Dawn Liberta shared that there was not a quorum at Governance committee meeting, therefore another meeting is being scheduled to address the Strategic Plan Board Goals.
Ad Hoc Fundraising <i>Update from Committee Chair</i>	Kristina West shared that the Ad Hoc Fundraising committee had its initial meeting. At that meeting they were provided with an understanding of the ELC funding and expense restrictions and discussed the role and purpose of the committee moving forward.
Program Review Committee <i>Update from Committee Chair</i>	Monica King shared that the committee met and went over the metrics, nothing to report, and working on scheduling a future date.
Audit Committee <i>Update from Committee Chair</i>	Nothing to report

Provider Representatives Update	None
Unfinished Business	None
New Business	None
Matters from the Chair	None
Matters from the Board	None
Matters from the CEO	None
Matters from Committees	None
Matters from our Partners	Melody McDonald mentioned that there is still a problem with a lack of staffing and the fingerprinting still taking a long time to process.
Public Comments	There was no discussion.
Next Meeting	<u>December 12, 2022</u>
Adjourn	Cindy A. Seltzer Motioned to Adjourn meeting at 10:35 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.

*Maura F. King
ELC Secretary*