



**Early Learning Coalition of Broward County, Inc.**  
**Board Meeting Agenda**  
**March 11, 2024, at 9:30 AM**  
**Hybrid Meeting**

**Meeting ID: 846 4047 5397      Passcode: 295838**

<https://us06web.zoom.us/j/84640475397?pwd=WVl1bTJ3LzhhL0tiRmsxazk3UkZOUT09>

*Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict, and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.*

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<b>1.</b>	<b>Call to Order</b>	Laurie Sallarulo, Chair
<b>2.</b>	<b>Roll Call</b>	Melody Martinez, Board Liaison
<b>3.</b>	<b>Chair Report</b> Board members have joined the following Board Committees: <ul style="list-style-type: none"> <li>○ Traci Schwitzer – Co-Chair of Ad Hoc Fundraising Committee</li> </ul>	Laurie Sallarulo, Chair
<b>4.</b>	<b>CEO Report</b>	3 Renee Jaffe, CEO
<b>5.</b>	<b>Mission Moment – Childrens Week</b>	Renee Jaffe, CEO Howard Bakalar CPO,
<b>6.</b>	<b>Audit Committee</b> 1. B245AUD1 – Accept Draft FY23 Financial Statements Audit Report and Draft 2022 Form 990 2. B245AUD2 – Keefe McCullough Ownership Change	4 5 Renee Podolsky, Committee Chair Martha Parker, Partner Citrin Cooperman Christina Klima, CAO
<b>7.</b>	<b>Consent Agenda</b> 1. Approve February 15, 2024, Meeting minutes. 2. B245CA1 – Approve RFQ for Employee Benefits Broker 3. B245CA2 – Approve RFQ for Risk Management Broker 4. B245CA3 – Approve FY25 RFP for Customer Relations Management SaaS 5. B245CA4 – Approve FY25 RFP for Bookworms Supply & Shipping Services 6. B245CA5 – Approve FY25 for First Aid-CPR Training 7. B245CA6 – Approve FY25 RFP for Executive Coaching 8. B245CA7 – Approve MODEL Classroom Vendor Selection 9. B245CA8 – Approve Re-Procurement for Audit and Tax Preparation Services	8 11 12 13 14 17 18 19 20 Laurie Sallarulo, Chair
<b>8.</b>	<b>Finance Committee</b> 1. B245FIN1 – December 2023 Interim Financial Statements 2. B245FIN2 – Approve Budget Amendment #4	21 30 Cindy Arenberg Seltzer, Committee Chair Christine Klima, CAO

9.	<b>Regular Business</b> 1. B245RB1 – Approve United Way Sponsorship Related Party Agreement 2. B245RB2 – Approve FY24 Related Party Purchase of “Starter” books that Broward Healthy Start Coalition Inc. will receive for further distribution to their clients. 3. B245RB3 – Approve Mid-Year CEO Evaluation Merit Increase 4. B245RB4 – CCDG Reauthorization Changes	36 47 53 58	
10.	<b>Governance Committee</b> Update from Committee Chair		Dawn Liberta, Committee Chair
11.	<b>Program Review Committee</b> Update from Committee Chair		Monica King, Committee Chair
12.	<b>Nominating Committee</b> Update from Committee Chair		Michael Asseff, Committee Chair
13.	<b>Ad Hoc Fundraising</b> Update from Committee Chair		Michael Asseff, Committee Co-Chair
14.	<b>Provider Representative Update</b>  Update from Provider Representatives		Krystie Castillo, Representative private Faith-based Childcare Provider  Melody McDonald, Representative private Future Kids Academy
15.	<b>FYI Items</b> <ul style="list-style-type: none"> <li>o FYI 1 ELC Contracts</li> <li>o FYI 2 January Cash Disbursements</li> <li>o FYI 3 FY24 Match Report</li> <li>o FYI 4 Board Engagement Opportunities</li> <li>o FYI 5 Board Sponsorship Form</li> <li>o FYI 6 FY 23-24 Committee Membership</li> <li>o FYI 7 FY 23-24 Board Meeting Attendance</li> <li>o FYI 8 FY 23-24 Board Calendar</li> <li>o FYI 9 Glossary of Term</li> </ul>	60 62 63 64 66 67 68 69 70	
16.	<b>Unfinished Business</b> <b>New Business</b> <b>Matters from the Chair</b> <b>Matters from the Board</b> <b>Matters from the CEO</b> <b>Matters from our Partners</b> <b>Public Comment</b>		
17.	<b>In-Person Retreat: May 6, 2024, @ 9:00 am</b> <b>Next ELC Board Meeting: June 17, 2024, @ 9:30 am</b>		
18.	<b>Adjourn</b>		

**Please Note:** The Agenda is subject to revisions and additions at the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. **Members of the Public:** Please sign up at the entry desk for public comments to be made on any particular agenda items no later than five minutes after the Coalition meeting has been called to order.

“As per [§286.0105, Fla. Stat.](#) Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”