



**Early Learning Coalition of Broward County, Inc.**

**Coalition Board Meeting Agenda**

6301 NW 5<sup>th</sup> Way, Suite 3400,  
Fort Lauderdale, FL 33309

**Friday, February 10, 2017**  
**8:30 am**

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.

**Meeting Call-in Number: (712) 775-7031 Enter Call ID: 673-232-836#**

<b>I.</b>	<b>Call to Order</b>		Laurie Sallarulo, Board Chair
<b>II.</b>	<b>Roll Call</b>		Irene Ramos, Executive Assistant
<b>III.</b>	<b>Chair Report</b> a. Board Membership		Laurie Sallarulo, Board Chair
<b>IV.</b>	<b>CEO's Report</b>	(Tab 1) pgs. 3 - 7	Renee Jaffe, CEO
<b>V.</b>	<b>Consent Agenda</b>		
	a. Approve December 9, 2016 Board Minutes	(Tab 2) pgs. 8 - 17	Renee Jaffe, CEO
<b>VI.</b>	<b>Finance Committee Report</b>		Renee Podolsky, Finance Chair
	a. Finance Report Cover b. Utilization c. Waitlist Enrollments Update d. Motion to Approve Interim financial statements dated August 2016 – November 2016 <i>pending the annual audit performed by a qualified independent certified public accounting firm.</i> e. Initial Administrative Department Assessment	(Tab 3) pg. 18 (Tab 4) pg. 19 (Tab 5) pg.21 (Tab 6) pgs.23- 62  (Tab 7) pgs. 63 - 66	Christine Klima, CAO Reinier Potts, Financial Analyst Doreen Moskowitz, Contract Manager Christine Klima, CAO  Christine Klima, CAO
<b>VII.</b>	<b>Executive Committee Report</b>		
	a. CEO Evaluation b. Staff Cost of Living Increase	(Tab 8) pgs. 67 - 70 (Tab 9) pgs. 71	Laurie Sallarulo, Board Chair
<b>VIII.</b>	<b>Staff Reports</b> a. CCEP Additional Funding & Mid-Year Waiver b. DCF Contract Amendment	(Tab 10) pgs.72 - 74 (Tab 11) pg. 75	Leticia Strasser, COO Doreen Moskowitz, Contract Manager
<b>IX.</b>	<b>Governance Committee Report</b>		Fabienne Fahnstock, Governance Chair
<b>X.</b>	<b>Nominating Committee Report</b>		Alfreda Coward, Nominating Chair
<b>XI.</b>	<b>Audit Committee Report</b>		Mike Asseff, Audit Chair
<b>XII.</b>	<b>For Your Information (FYI) – This section is for noteworthy items that Coalition staff wants to make the Board aware of, including requests for letters of support, upcoming trainings and events, staffing changes, contracts with costs at or below \$5,000.00 (approved by the CEO), State or Federal policy changes, etc.</b>		

	<p><b><u>FYI</u></b></p> <ul style="list-style-type: none"> <li>a. Legislative Priorities from AELC</li> <li>b. Strategic Plan Update</li> <li>c. Board Member Orientation: <b><u>2/27/17</u></b></li> <li>d. New Phone System Update</li> <li>e. Revised Org Chart</li> <li>f. Revised Board Meeting Calendar</li> <li>g. Board Member Attendance Sheet</li> <li>h. Glossary of Terms</li> </ul>	<p>(Tab 12) pg. 76 (Tab 13) pg. 77</p> <p>(Tab 14) pg. 78 (Tab 15) pg. 79 (Tab 16) pg. 80 (Tab 17) pg. 81 (Tab 18) pgs. 82 -85</p>	
<p><b>XIII.</b></p>	<p><b>Unfinished Business</b> <b>New Business</b> <b>Matters from the Board</b> <b>Matters from the CEO</b> <b>Public Comment</b> <b>Next Meeting: March 10, 2017</b> <b>Adjourn</b></p>		
<p><b>Please Note:</b> Agenda subject to revisions and additions per the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. <b>Members of the Public:</b> Please sign up at the entry desk for public comments to be made on particular agenda items no later than five minutes after the Coalition meeting has been called to order.</p>			