

Approved on November 17, 2025, Board Meeting

Early Learning Coalition of Broward County, Inc.

Board Meeting Minutes

September 15, 2025, at 9:30 AM

Virtual Meeting

Members in Attendance	Chair Laurie Sallarulo; Dawn Liberta; Michael Asseff (virtual); Cindy Arenberg-Seltzer; Sharonda Bailey; Krystie Castillo (virtual); Jodi Davidson; Kirk Englehardt (virtual); Amy Hauser; Maria Hernandez; Carol Hylton; Renee Podolsky; Dr. Amoy Reid (virtual); Jessica Rodriguez; Traci Schweitzer; Zachary Talbot (virtual); Karen Taveras; Julie Winburn
Members Absent (Excused)	Ellie Schrot
Members Absent (Unexcused)	
Honorary Members	Beverly Batson (virtual)
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Melody Martinez, Board Liaison; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Allison Metsch, Senior Dir. of Education & Quality; Amy Moore, Senior Dir. of Family Services and Customer Services; Ancel Pratt III, Senior Dir. of Communications; Alesia Davis, Dir. of Family Services; Ayme Hamoui, Dir. of Education Program Assessment; Andres Calero; Accountant; Daniel Hollenbaugh, AP and Payroll Manager; Fabienne St. Louis, Support System Engineer; Gracy Haladjian, Dir. of Family & Customer Services; Irene Ramons, Office Coordinator; Joseph Fike, Jr. System Administrator; Magdalena Laino, Quality Assurance Manager; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sandra Paul, Senior Dir. of Provider Reimbursement; Stephanie Landreville, Controller
Others in Attendance	Julie Klahr, Legal Counsel; Megan Turetsky

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 9:33 AM. The roll was called, and a quorum was established.
Nominating Committee 1. B261NOM1 – Board Member Candidate • Megan Turetsky	<u>New Board Members Applicants</u> The Nominating Committee brought forth a Motion to Approve Megan Turetsky to join the Board as an ELC Private Business Sector member. The Motion was unanimously approved. Motion Passed. Megan Turetsky introduced herself and provided a brief overview of her professional background and work.
Chair Report • Welcome New Appointed Board Member Jodi Davidson • Jessica Rodriguez joined the Ad Hoc Committee • Karen Taveras joined the Audit Committee	Chair Laurie Sallarulo welcomed newly appointed Board Member Jodi Davidson, who was appointed to ELC's Board by the Broward County Commission. She also announced that Jessica Rodriguez has joined the Ad Hoc Fundraising Committee and Karen Taveras has joined the Audit Committee.
CEO Report	CEO Renee Jaffe provided a summary of the CEO Report, highlighting VPK Accountability, noting Broward ranked 5th statewide and 1st among large coalitions.

Mission Moment Video -	<p>CPO Howard Bakalar shared a family testimonial from Barbara Williams.</p> <p>Amy Moore shared recent 5-star Google reviews praising the front desk staff. Chair Laurie Sallarulo suggested inviting the front desk team to a future meeting, noting the value of thanking staff in person and considering this for other departments as well.</p>
<p>Consent Agenda</p> <ol style="list-style-type: none"> 1. Approve June 23, 2025, Meeting minutes 2. B261CA1 – Approve CSC Financially Assisted Child Care 2025-2026 Agreement Renewal 3. B261CA2 – Approve CSC Vulnerable Populations Program 2025-2026 Agreement Renewal 4. B261CA3 – Authorize the Chair to Execute the Broward County School Readiness & Special Needs 2025-2026 Agreement Renewal when it becomes available 5. B261CA4 – Ratify Broward County School Readiness & Special Needs 2024-2025 Agreement Budget Increase Amendment 6. B261CA5 – Ratify City of Pompano Beach Match Funding 2025-2026 Agreement 7. B261CA6 – Authorize Board Chair to Execute FY 2026 Help Me Grow Agreement when it becomes available 8. B261CA7 – Approve Children's Forum Sub Recipient INCENTIVE\$ Budget Reduction Amendment FY26 9. B261CA8 – Accept 403B Audit Report and Form 5500 for Plan Year 2024 10. B261CA9 – Approve Amendments to Citrin Cooperman Agreements for Year 2 Audit and Tax Services 2025-2026 	<p>A Motion was made by Sharonda Bailey and Seconded by Cindy Arenberg-Seltzer to move the Consent Agenda, excluding items # 2, 3, 4 and 5. The Motion was unanimously approved. Motion Passed.</p> <p>A Motion was made by Dawn Liberta and Seconded by Carol Hylton to move items 2 and 3 in the Consent Agenda. The Motion was unanimously approved. Motion Passed.</p> <p>Abstentions:</p> <ul style="list-style-type: none"> • Cindy Arenberg-Seltzer abstained from items 2 and 3 as she is the CEO of CSC. <p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Traci Schweitzer to move items #4 and #5 in the Consent Agenda. The Motion was unanimously approved. Motion Passed.</p> <p>Abstentions:</p> <ul style="list-style-type: none"> • Julie Winburn abstained from items 4 and 5 due to her role with Broward County.
<p>Finance Committee</p> <ol style="list-style-type: none"> 1. B261FIN1 – Approve Resolution to Update Purchasing Card Administrator and Authorized Caller List 	<p>Purchasing Card (“PCard”) Administrator and Authorized Caller List</p> <p>CAO Christine Klima reported that Bank of America required a Board-approved Resolution naming a Company Purchasing Card Administrator and Other Authorized Callers. The current list is outdated; Purchasing Cards are issued to the CEO and CAO.</p>

	<p>Legal Counsel Julie Klahr read the resolution by title.</p> <p>The Finance Committee brought forth a Motion to Approve the Updated Purchasing Card Administrator and Authorized Caller List. The Motion was unanimously approved. Motion Passed.</p> <p><u>FY 2025 Preliminary Financial Results (Unaudited)</u></p> <p>CAO Christine Klima provided an update on the FY 2025 preliminary unaudited financial results.</p> <p><u>July 2025 Interim Financial Statements</u></p> <p>CAO Christine Klima presented the July 2025 Interim Financial Statements.</p> <p>The Finance Committee brought forth a Motion to Approve July 2025 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant. The Motion was unanimously approved. Motion Passed</p> <p><u>FY 2026 Budget Amendment #1</u></p> <p>CAO Christine Klima presented the FY2026 Amendment #1.</p> <p>The Finance Committee brought forth a Motion to Approve FY2026 Budget Amendment #1. The Motion was unanimously approved. Motion Passed</p> <p>Renee Podolsky thanked staff for their hard work and dedication, highlighting the progress accomplished and the positive impact made in the community.</p> <p>Cindy Arenberg Selzer expressed cautious optimism, noting projections of reduced state revenues due to reliance on tourism and emphasizing the need to monitor funding closely. Child care funding remains at risk at both the federal and state levels.</p> <p>CEO Renee Jaffe reported that the Association of Early Learning Coalitions (AELC) and its lobbying partners cautioned that funding challenges are expected to continue in the new fiscal year. She noted that, while advocacy will remain focused on the need for additional funding, the prediction is for further cuts for FY27.</p> <p>Chair Laurie Sallarulo raised a concern about declining public school enrollment and asked how ELC might partner with the school district to support enrollment and better understand student transitions after leaving ELC.</p> <p>CEO Renee Jaffe replied that ELC collaborates with the school district currently working on a joint survey of kindergarten parents to better understand preschool decisions.</p>
Regular Business <ol style="list-style-type: none"> 1. B261RB1 – Approve CEO Performance Evaluation 	<p><u>CEO Performance Evaluation Results</u></p>

<p>Results & CEO Salary Discussion</p> <p>2. B261RB2 – Review Strategic Plan Year 3 Results – For Review Only</p>	<p>CEO Renee Jaffe thanked the Board for a 100% response rate (16/16) to the CEO Evaluation sent on August 4, 2025. She received an overall score of 2.84 out of 3 across six leadership domains. A detailed breakdown and comments are attached.</p> <p>CEO Renee Jaffe noted the long-term implications of the Federal salary cap, including pay compression as staff salaries approach the CEO's level. She emphasized that, as discussed in the Executive Committee, the cap has not kept pace with staff increases and will require a broader conversation in the future.</p> <p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Dawn Liberta to:</p> <ol style="list-style-type: none"> 1. Approve CEO Evaluation Results 2. Approve Adjusting the CEO Salary to 2026 HHS Salary Cap on effective date of enacted federal legislation, as applicable. <p>The Motion was unanimously approved. Motion Passed.</p> <p><u>Strategic Plan Year 3 Quarter 3 Results</u></p> <p>For review only</p> <p>CEO Renee Jaffe reported that staff met, exceeded, or were on track with 21 of 22 (95%) Strategic Plan outcomes. Minor adjustments for year four were reviewed at the Governance Committee, and fundraising efforts for non-DEL/match funding will be discussed by the Ad Hoc Fundraising Committee.</p>
<p>Governance Committee</p> <p>1. B261GOV1 – Approve Amendments to ELC 5 Year Strategic Plan</p>	<p><u>Updated 5 Year Strategic Plan</u></p> <p>Committee Chair Dawn Liberta reported minor changes to the plan. The retention rate target for School Readiness-eligible families was revised from 80% to 75%, as 80% was determined to be unachievable; the new target is considered more realistic and sustainable.</p> <p>The Governance Committee brought forth a Motion to Adopt the changes to the 5 Year Strategic Plan. The Motion was unanimously approved. Motion Passed.</p>
<p>Audit Committee</p> <p>Update from Committee Chair</p>	<p>Committee Chair Renee Podolsky noted the 403B Audit Report and New Engagement Letters were approved on consent. CAO Christine Klima provided a brief update on the retirement plan VCP in progress, reporting that staff is working with the IRS to finalize compliance matters and is keeping the Audit Committee informed about the progress.</p> <p>Legal Counsel Julie Klahr reiterated comments from the Audit Committee, noting that outside counsel praised Christine and her staff for their strong work on the Retirement Plan VCP. This praise highlighted Christine's deep knowledge and ability to self-educate in advancing the matter toward resolution.</p> <p>The Chair recommended inviting staff who assisted with this work to interact with them so they can be thanked.</p>
<p>Program Review Committee</p> <p>Update from Committee Chair</p>	<p>Committee Chair Maria Hernandez reported that the Program Review Committee met on September 5. Much of the discussion from that meeting was already covered in today's session. She noted that enrollment and VPK strategies were reviewed, with the year ending strongly by maintaining 75% of families in care. She highlighted that statewide VPK accountability results exceeded all benchmarks and congratulated the Program</p>

	Team for their excellent work. The committee also reviewed the outreach events conducted during the last fiscal year.
Ad Hoc Fundraising Update from Committee Chair	None
Provider Representatives Update from Provider Representatives	Provider Representative Amy Hauser reported outreach to additional providers and noted feedback that enrollment is down, with concerns raised about the immunization policy.
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	None
Matters from Committees	None
Public Comments	None
Next Meeting	<u>November 17, 2025, at 9:30 AM</u>
Adjourn	Traci Schweitzer made a motion to adjourn the meeting at 10:58 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.



Traci Schweitzer
11/17/25