



Approved on February 3, 2025, Governance Committee Meeting

Early Learning Coalition of Broward County, Inc.

Governance Meeting Minutes

December 3, 2024, at 11:30 AM

Zoom Meeting

Members in Attendance	Chair Dawn Liberta; Michael Asseff; Carol Hylton; Renee Podolsky; Dr. Amoy Reid
Members Approved Absent	Kirk Englehardt; Laurie Sallarulo
Staff in Attendance	Judith Merritt, COO; Christine Klima, CAO; Melody Martinez, Board Liaison;
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Dawn Liberta called the meeting to order at 11:32 AM. The roll was called, and a quorum was established.
Consent Agenda 1. Approve Oct 7, 2024, meeting minutes	A Motion was made by Renee Podolsky and Seconded by Carol Hylton to approve the Consent Agenda. The motion was Unanimously Approved. Motion Passed.
Regular Committee 1. GOV252RB1 – Authorize Amendment to Retirement Plan Loan Policy 2. GOV252RB2 – Approve Updated Proposed Jury Duty Policy 3. GOV252RB3 – Approve Updated Proposed Whistleblower Policy	<p><u>Amendment to ELC 403B Retirement Plan Participant Loan Policy</u></p> <p>Christine Klima, CAO, shared the 403B Retirement Plan Loan Policy.</p> <p>A Motion was made by Renee Podolsky and Seconded by Dr. Amoy Reid to Recommend that the Board Authorize Amendment #1 to the ELC Retirement Plan Participant Loan Policy Effective January 1, 2025, pending review by ERISA legal counsel. The motion was Unanimously Approved. Motion Passed.</p> <p><u>Approve Jury Duty Updated Policy</u></p> <p>Judith Merritt, COO, went over the changes to the Jury Duty Policy.</p> <p>A Motion was made by Carol Hylton and Seconded by Renee Podolsky to Recommend the Board approve the revised Jury Duty Policy. The motion was Unanimously Approved. Motion Passed.</p> <p><u>Approved Whistleblower Changes</u></p> <p>Judith Merritt, COO, reviewed the proposed whistleblower policy changes.</p> <p>A Motion was made by Renee Podolsky and Seconded by Dr. Amoy Reid to Recommend the Board approve the revised Whistleblower Policy. The motion was Unanimously approved. Motion Passes.</p>
Unfinished Business	None
New Business	None
Matters from the Chair	None
Public Comments	None
Next Meeting	<u>February 3, 2025</u>
Adjourn	Meeting adjourned at 11:48 AM by Renee Podolsky.

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.