



**APPROVED ON AUGUST 29, 2023, FINANCE COMMITTEE MEETING**

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

**Finance Committee Meeting Minutes**

**June 06, 2023, at 1:30 PM**

**Virtual Meeting**

Members in Attendance	Chair Cindy Arenberg-Seltzer; Dawn Liberta; Laurie Sallarulo; Zachary Talbot
Members Absent	Renee Podolsky; Twan Russell
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Reinier Potts, Financial Analyst; Kasey Lafrance, Contracts Administration Manager; Sarane Epps, Contrast Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Stephanie Landreville, Controller; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt III, Senior Director of Communications; Samantha Dempsey, Accountant; Amy Moore, Sr. Director of Family Services & Provider Relations ; Roy Persaud, Accountant
Others in Attendance	Julie Klahr, Legal Counsel; Monica King joined at 1:55 PM

Item	Action/Discussion
Welcome & Call to Order	Acting Chair Dawn Liberta called the meeting to order at 1:32 PM. The roll was called, and a quorum was established.  Chair Cindy Arenberg-Seltzer was on the meeting but requested Dawn Liberta run the meeting.
<b>Consent Agenda</b>  1. Approve March 28, 2023, meeting minutes	There was a <b>Motion</b> to move the Consent Agenda by Laurie Sallarulo and <b>Seconded</b> by Cindy Arenberg-Seltzer. <b>Unanimously approved. Motion Passes.</b>
<b>Regular Committee</b>  1. FIN236RB1 – Approve April Interim Financial Statements  2. FIN236RB2 – Approve Proposed FY 23 Budget Amendment #5  3. FIN236RB3 – Approve FY 24 Preliminary Budget	<b><u>April Interim Financials</u></b>  CAO went over the financials and budget amendment.  There was a <b>Motion</b> to Approve April 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant by Cindy Arenberg-Seltzer and <b>Seconded</b> by Laurie Sallarulo. <b>Unanimously approved. Motion Passes.</b>  <b><u>Approve FY23 Budget Amendment #5</u></b>  There was a <b>Motion</b> to Approve FY 2023 Budget Amendment # 5 as presented by Cindy Arenberg-Seltzer and <b>Seconded</b> by Zachary Talbot. <b>Unanimously approved. Motion Passes.</b>  <b><u>Preliminary FY 2023 Budget Framework &amp; Approve FY 24 Purchases over \$35K</u></b> CAO shared a PowerPoint presentation covering the Preliminary FY 2024 Budget.

4. FIN236RB4 – Approve FY 24 Purchases over \$35,000	<p>Chair Cindy Arenberg-Seltzer asked if providers knew the consequences of not continuing to pay \$15 per hour to staff for VPK. CAO said yes providers who paid their staff during the hours they were providing VPK services received a premium for that time. CPO said it was communicated to providers in a PLAN meeting and would confirm that is was communicated in writing.</p> <p>There was a <b>Motion</b> to Approve the proposed Preliminary FY 2024 Budget Framework &amp; Approve Specific Purchases over \$35K with one exception under \$35K by Cindy Arenberg-Seltzer and <b>Seconded</b> by Laurie Sallarulo. <b>Unanimously approved. Motion Passes</b></p>
<b>Unfinished Business</b>	None
<b>New Business</b>	None
<b>Matters from the Chair</b>	None
<b>Public Comments</b>	There was no discussion.
<b>Next Meeting</b>	<a href="#"><u>August 29, 2023, at 1:30 PM</u></a>
<b>Adjourn</b>	Meeting adjourned at 2:44 PM.

*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.*