



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Board of Directors Special Meeting

DATE/TIME: Tuesday, November 11, 2019 at 3:00 pm

LOCATION: Early Learning Coalition of Brevard, Conference Room, 1018 Florida Ave Rockledge, FL 32955

MEMBERS PRESENT: Alan Bergman, Mark Broms, ,Victoria Candelora, Ian Golden, Khaled Jarrah, Heather Quidort, Caitlin Rice, Jeff Harrison, Natalie Jackson, Beth Mills

EXCUSED ABSENT PRESENT: Terri Barlow, Robin Buckmaster, Henry Perez, Don Lusk, Althea Puzio, Gena Tiedeman, Linda Halpin

STAFF PRESENT: Laura Gambino, Gina Sousa, Tina Snyder, Harriet Paredes, Kevin Carraro, Beth Arthur, Sharlene Humphrey, Ridhi Uppal, Sue Peters, Jeannie Williams.

GUEST/PUBLIC: Carrie Wirthite

CALLED TO ORDER: Alan Bergman called the meeting to order and quorum was established 3:06 p.m. Pledge of Allegiance took place and introductions were conducted.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Consent Items	a). Minutes from October 15, 2019 were not approved	Ian Golden made a motion to table the Minutes. Jeffrey Harrison seconded the motion. The motion passed unanimously by all Committee members.
Chairman's Message:	<p>a.) Alan stated he had eight letters from employees in his possession. Seven were in favor of Laura Gambino and one letter was neutral. He also stated that employees wrote in the letters they were worried about confidentiality and fear mongering</p> <p>b.) HR Grievance Internal Review Bid for Services response</p>	<p>No Action/Follow-up</p> <p>Mark Broms made a motion to extend the Bid for Services deadline until 12:00 p.m. on November 25, 2019. Beth Mills seconded the motion. The motion passed unanimously.</p>
Executive Directors Response and OEL Complaint	Laura went over the OEL complaint that was filed against her as well as the list of complaints the two employees brought to the October 15, 2019 Annual Board meeting. Beth Mills (Board and Executive Board Member) stated she filed the complaints with OEL.	Khaled Jarrah made a motion to have Beth Mills recuse herself from any activity having to do with the grievance process due to the fact that she applied for the Executive Director's position and did not get it. Ian Golden seconded the motion. The motion did not pass by a vote of 7 to 3.

Old Business	a. Melbourne Office: Laura commented Cathie Odom had informed her back in August that the \$20,000.00 in overages in the new Melbourne office should be charged as rent.	Ian Golden made a motion to have a CPA and an attorney approve the allocation of funds could be billed as "rent". Victoria Candelora seconded the motion. The motion passed unanimously.
Public Comment	<p>Jeannie Williams commented that the Business Coordinator had informed her that Cathie Odom had designed the Purchase order itself to be a binding contract.</p> <p>Laura Gambino commented that bills, contracts etc. had year old received dates, or incorrect information and she was not comfortable signing the checks for payment.</p>	In light of this revelation, Khaled Jarrah made a motion for a Forensic Audit of ELC Brevard's Finance Department. Ian Golden seconded the motion. The motion passed unanimously.
Adjournment	The meeting was adjourned at 6:37 PM	Victoria Candelora motioned for the adjournment of the Board Meeting. Heather Quidort seconded the motion. The motion passed unanimously by all Board members.
Next Meeting	Tuesday, December 3, 2019 at 3: 00 p.m.	

November 2019 ELC Board Meeting Minutes Approved:

Respectfully Submitted,

Approved

 12/4/19

 12/4/19

Signature

Date

Signature

Date

Business Coordinator

Executive Director