



EARLY LEARNING COALITION

OF BREVARD COUNTY, INC.



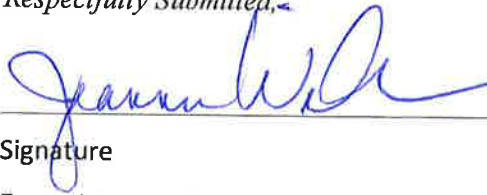
MINUTES: Executive/Finance Committee Meeting
DATE/TIME: Monday, November 25, 2019 at 3:30 p.m.
LOCATION: Early Learning Coalition of Brevard, 2080 W. Eau Gallie Blvd, Melbourne, FL 32935
MEMBERS PRESENT: Alan Bergman, Mark Broms, Beth Mills, Jeffrey Harrison
STAFF PRESENT: Laura Gambino, Jeannie Williams, Gina Sousa, Tina Snyder, Harriet Paredes
GUEST/PUBLIC: Julie Taylor, Marie Corcea
START TIME: November 25, 2019 at 3:33 p.m.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Approval of Meeting Minutes	<u>Minutes, October 21, 2019:</u>	Mark Broms motioned for the minutes to be approved. Jeffrey Harrison seconded the motion. The motioned passed unanimously.
Bid for Services Review	Collectively, the Board came up with a rubric for selecting the winning bidder. They would be scored out of 100 pts with the categories being weighted as follows: cost (15 points), timeline (20 points), proximity (15 points) and experience (50 points). The entrants were Ken Babbington, The Krizner Group, Gray Robinson, Attorneys At Law and Carol Bristol of The Anna Julia Cooper Initiative.	After the votes were tallied, Mark Broms made a motion to empower Gray Robinson Attorneys At Law to handle the investigation. Jeffrey Harrison seconded the motion. The motioned passed unanimously.
New Business	Jeffrey Harrison asks Laura Gambino about the Annual employee reviews and how they are coming along. Laura expressed frustration with learning the "Cornerstone Program" to complete the assessments. She also stated that she is in the process of gathering the financial information from the new Director of Finance needed to award the employee raises. Laura went on to say she expects to have the reviews completed by the end of the year. The employees merit increases effective January 3, 2020 and paid in the January 17, 2020 paycheck. Delay is 2 weeks.	Ongoing
Adjournment	The meeting was adjourned at 6:06 p.m.	Jeffrey Harrison motioned for the adjournment of the Executive Finance Committee meeting. Mark Broms seconded the motion. The motioned passed unanimously.
Next Meeting	Monday, December 9 at 3:30 P.M. ROCKLEDGE OFFICE	

November 25, 2019 ELC Committee Meeting Minutes Approved at December 9, 2019 meeting

Respectfully Submitted,

Approved

 12-9-19

 12-9-19

Signature

Date

Signature

Date

Executive Coordinator

Executive Director