



# Early Learning Coalition

Of Brevard County, Inc.

Minutes: Executive/Finance Committee Meeting  
 Date/Time: Tuesday, August 12, 2021 at 9:00 a.m.  
 Location: 2671 W Eau Gallie Blvd Melbourne, FL 32935  
 Members Present: Alan Bergman, Khaled Jarrah, Caitlin Rice  
 Absent: Terri Barlow  
 Staff present: Laura Gambino, Jeannie Williams  
 Guest/Public:  
 Start Time: 9:00 a.m.

Agenda Item	Summary/Discussion	Action/Follow-up
<b>Welcome and Call to Order</b>	Alan Bergman called the meeting to order at 9:05 a.m.	No Action
<b>Chairman Update</b>	<ul style="list-style-type: none"> <li>• Leadership and name change. New name is Division of Early Learning. Shan Goff is no longer the Executive Director, Matt Mears has been named her replacement.</li> <li>• 2 new Board members will be introduced at 8.17.21 Board meeting. Phil Scarpelli and Audrey Wanich</li> <li>• Don Lusk is retiring</li> <li>• Natalie Jackson has termed out as a member of ELC's Board</li> <li>• ISS update</li> </ul>	No Action
<b>Approval of Meeting Minutes</b>	June 10, 2021 minutes were approved	Caitlin Rice makes a motion to approve the June 10, 2021, minutes. Khaled Jarrah seconded. Motion passed unanimously.
<b>Executive Director</b>	<ul style="list-style-type: none"> <li>• One Goal conference</li> <li>• Provider termination update</li> <li>• 2018-2019 reconciliation</li> <li>• Recruitment effort for new FD underway</li> <li>• OEL Grant agreement – fully executed</li> <li>• Planning for ELC Brevard annual meeting</li> </ul>	
<b>New Business/Comments</b>	<ul style="list-style-type: none"> <li>• ELC Brevard continues to get PRR from Tina Snyder</li> <li>• Attorney Catwell and Goldman sent a letter to Tina Snyder</li> <li>• Krizner Group who we are already contracted with will conduct an HR/Employment/Internal controls around 3 key items ELCB office hours, Paid lunches and state recognized holidays for FY 17.18, 18.19 and 19.20</li> <li>• OEL/DEL has offered their support with this Audit</li> <li>• Internal statement change regarding the hiring of relatives</li> </ul>	

<b>Adjournment</b>	Meeting was Adjourned at 9:43 a.m.	Khaled Jarrah motioned for the adjournment of the Executive/Finance Committee meeting. Caitlin seconded the motion. The motion passed Unanimously.

August 12, 2021 Exec/Finance Committee Meeting Minutes approved at September 21, 2021 Exec/Finance Meeting