



# EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



**MINUTES:** Executive/Finance Committee Meeting  
**DATE/TIME:** Tuesday, August 18, 2020 at 3:00 p.m.  
**LOCATION:** 2671 W Eau Gallie Blvd Melbourne, FL 32935  
**MEMBERS PRESENT:** Khaled Jarrah, Caitlin Rice, Teri Barlow  
**ABSENT:** Alan Bergman  
**STAFF PRESENT:** Laura Gambino, Jeannie Williams,  
**GUEST/PUBLIC:** Renae Black-ELC Emerald Coast  
**START TIME:** 3:05 p.m.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
<b>Welcome and Call to Order</b>	Laura Gambino introduces Renae Black from ELC Emerald Coast	No Action
<b>Review of Meeting Minutes</b>	July 21, 2020 minutes were reviewed	Terri Barlow makes a motion to move minutes to the Board for approval. Caitlin Rice seconded. Unanimous
	The Exec/Finance committee discusses moving the Exec/Finance minutes back to the Exec Board for approval	Khaled Jarrah makes motion to move the approval of the Exec/Finance minutes back to the Exec board. Caitlin Rice seconds. Unanimous
<b>Executive Director/Finance</b>	Laura Gambino reports: <ul style="list-style-type: none"> <li>• Greg Thomas, Finance Director resigns effective 8/21/2020</li> <li>• Will have a 30-60-90 day plan</li> <li>• FD changes/Ops plan</li> <li>• Annual Budget</li> <li>• Family Engagement Plan</li> <li>• Cares grants Phase III NOA will go towards depleting the wait list</li> <li>• ELCBC voted best Social Services Team</li> <li>• We Venture recognition</li> <li>• Board seat vacancy</li> <li>• Communication chain strategy</li> </ul>	No Action
<b>Adjournment</b>	Meeting was Adjourned at 4:10	Khaled Jarrah motioned for the adjournment of the Executive/Finance Committee meeting. Caitlin Rice seconded the motion. The motion passed Unanimously.

August 18, 2020 ELC/Finance Committee Meeting Minutes Approved at September 1, 2020 ELC/Finance Meeting: