



Early Learning Coalition

Of Brevard County, Inc.

Minutes: Executive/Finance Committee Meeting
 Date/Time: Tuesday, June 10, 2021 at 3:00 p.m.
 Location: 2671 W Eau Gallie Blvd Melbourne, FL 32935
 Members Present: Alan Bergman, Khaled Jarrah, Caitlin Rice, Terri Barlow
 Absent:
 Staff present: Laura Gambino, Jeannie Williams, Mike Hallenstein, Harriet Paredes
 Guest/Public:
 Start Time: 3:02 p.m.

Agenda Item	Summary/Discussion	Action/Follow-up
Welcome and Call to Order	Alan Bergman called the meeting to order at 3:05 p.m.	No Action
Policy review	<ul style="list-style-type: none"> • Credit Card/Debit Card • Time and Leave – change to banking PTO 	Caitlin Rice makes a motion to recommend approval to Board. Khaled Jarrah seconds. Motion passed unanimously.
Provider reinstatement	<ul style="list-style-type: none"> • Provider is eligible based on his termination hearing he was told re-contracting with ELC could be revisited after one year. • Will forward to attorney to see if ELC is legally required to contract with provider. • This provider is located in a high need area (Cocoa) <p>Khaled J. would like to know how often DCF inspects this provider. Harriet P. will check and let him know.</p>	No Action
Approval of Meeting Minutes	May 18, 2021 minutes were approved	Caitlin Rice makes a motion to approve the May 18, 2021, minutes. Terri Barlow seconded. Motion passed unanimously.
Executive Director	<ul style="list-style-type: none"> • Fiscal Monitoring • 2019-2020 Financial Audit to be presented at June 22, 2021 Board meeting • UW Award – \$267,000 • DNO insurance update – increased to 2 million • Grant agreement • OEL special review Dec 2019 updated – Laura G. would like to ask OEL for Audit of timekeeping for FY 17-18, 18-19 and 19-20 	
Finance Report	<ul style="list-style-type: none"> • Review financial dashboard • Provisional Budget 	Terri Barlow makes a motion to recommend approval to the Board. Caitlin Rice seconded. Motion passed unanimously.

New Business/Comments	June 15 Board meeting moved to June 22 due to Florida Chamber Learners to Earners	
Adjournment	Meeting was Adjourned at 3:45	Khaled Jarrah motioned for the adjournment of the Executive/Finance Committee meeting. Terri Barlow seconded the motion. The motion passed Unanimously.

June 10, 2021 Exec/Finance Committee Meeting Minutes approved at August 12, 2021 Exec/Finance Meeting