



EARLY LEARNING COALITION OF
BREVARD COUNTY, INC.
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Executive/Finance Committee Meeting

October 7th, 2019 3:30 PM

Melbourne Office

Approval of September 2019 Minutes

School Readiness SR Reimbursement 2018.2019 Update

ELCBC Organizational Chart Changes

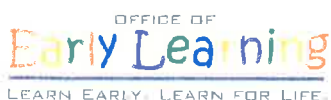
ELCBC Policies and Procedure Update

Executive Director Report

- *Overview of Report
- *Melbourne Office Update
- *COA Executive Summary

Next Meeting Monday, November 11, 2019

PROUDLY SUPPORTED BY:





EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Executive/Finance Committee Meeting
DATE/TIME: Monday, September 9, 2019 at 3:30 p.m.
LOCATION: Early Learning Coalition of Brevard, 2080 W. Eau Gallie Blvd, Melbourne, FL 32935
MEMBERS Alan Bergman, Mark Broms, Beth Mills
PRESENT:
STAFF PRESENT: Laura Gambino, Jeannie Williams
GUEST/PUBLIC: n/a
START TIME: September 9, 2019 at 3:33 p.m.

| AGENDA ITEM | SUMMARY/DISCUSSION | ACTION/FOLLOW-UP |
|---|---|---|
| Approval of Meeting Minutes | <u>Minutes, August 12, 2019:</u> | Beth Mills motioned for the minutes to be approved. Mark Broms seconded the motion. The motion passed unanimously by all Executive Committee Members. |
| School Readiness Reimbursement 2018-2019 Update | Laura reported the end of year report was due last Friday, August 30, 2019. After 6-8 weeks of preparation it was only 59% completed. Cathie has reported they kept getting time out and portal breaks down. Last week with the hurricane OEL has given an extension until 09/11/19 and it is now about 89% complete. It has been a challenge getting all of the data and attendance into the Portal. The inefficiencies have been tremendous. After reconciliation there should only be minor adjustments. Alan asked how the other counties are doing. Laura said everyone is facing the same struggles. We are hoping to have a meeting with ELC Miami Dade/Monroe in October with all Executives to discuss step by step in how we could do better in efficiencies. Mark asked about July 2019 update and wanted to know if we are in track. Laura said everything went smoothly and it is complete and added we are close and feels confident with our numbers. We will not know the exact numbers until we are close. | Ongoing |
| Melbourne Building Update | Expected Certificate of Occupancy September 30, 2019 and moving date October 31, 2019. | Ongoing |
| Adjournment | The meeting was adjourned at 3:50 p.m. | Mark Broms motioned for the adjournment of the Executive/Finance Committee meeting. Beth Mills seconded the motion. The motion passed unanimously by all Board Members. |

Next Meeting

Monday, October 7, 2019 at 3:30 P.M.

August 2019 ELC Committee Meeting Minutes Approved:

Respectfully Submitted,

Approved

 10.8.19

Signature

Date

Executive Coordinator

 10.8.19

Signature

Date

Executive Director