



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

May 19, 2020 3:00 PM

2671 W Eau Gallie Blvd suite 102

Melbourne, FL 32935

(Zoom optional)

Welcome and Call to Order

Review of April 29, 2020 Minutes (to be approved at the May 19, 2020 Board Meeting)

Chairman Update

Finance Report

Executive Director Report

New Business

Public Comment

PROUDLY SUPPORTED BY:





# EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



**MINUTES:** Executive/Finance Committee Meeting  
**DATE/TIME:** Wednesday, April 29, 2020 at 3:00 p.m.  
**LOCATION:** ZOOM  
**MEMBERS** Alan Bergman, Khaled Jarrah, Caitlin Rice  
**PRESENT:**  
**ABSENT:** Beth Mills  
**STAFF PRESENT:** Laura Gambino, Jeannie Williams, Greg Thomas  
**GUEST/PUBLIC:**  
**START TIME:** April 29, 2020 at 3:03 p.m.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
<b>Review of Meeting Minutes</b>	March 9, 2020 minutes were reviewed	<b>No Action</b>
<b>Chairman Message</b>	<ul style="list-style-type: none"> <li>• Call to Order</li> <li>• ELC 100% teleworking</li> <li>• No return plan yet</li> <li>• Completed ED evaluation (5% increase)</li> <li>• Did away with Cornerstone computer program to do employee evaluations</li> </ul>	<b>No Action</b>
<b>Executive Director Report</b>	Laura Gambino reports: <ul style="list-style-type: none"> <li>• COVID 19 Continuity of Operations and ELC Reopening</li> <li>• Provider Assistance with reopening and Incentive</li> <li>• Program for First Responders and Healthcare Professionals</li> <li>• City of Palm Bay Award CDBG \$30,000</li> <li>• Refocus on fund development and strategic plan</li> <li>• Series of staff and Board Trainings</li> <li>• Accountability Audit Response completed; summary report at May Board meeting</li> </ul>	<b>Ongoing</b>
<b>Finance Report</b>	Greg Thomas reports : <ul style="list-style-type: none"> <li>• Similar surplus \$600,000</li> <li>• Surplus does not include Provider Incentive</li> <li>• Registration fee as part of SR</li> <li>• May be able to extend budget</li> </ul>	<b>No Action</b>

April 29, 2020 ELC/Finance Committee Meeting Minutes Approved at May 19, 2020 Board of Directors Meeting:

*Respectfully Submitted,*

*Approved*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Executive Coordinator

Executive Director