



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Board Directors Meeting
DATE/TIME: Tuesday, December 3, 2019 at 3:00 pm
LOCATION: Early Learning Coalition of Brevard, Conference Room, 1018 Florida Ave Rockledge, FL 32955
MEMBERS PRESENT: Alan Bergman, Khaled Jarrah, Natalie Jackson, Robin Buckmaster, Caitlin Rice, Don Lusk, Gena Tiedeman, Terri Barlow, Jeff Harrison, Althea Puzio, Beth Mills, Mark Broms, Heather Quidort, Ian Golden, Linda Halpin
EXCUSED ABSENT PRESENT: Henry Perez, Victoria Candelora
STAFF PRESENT: Laura Gambino, Gina Sousa, Tina Snyder, Greg Thomas, Harriet Paredes, Kevin Carraro, Dennise Milan, Sharlene Humphrey, Jodi Ammons, Anney Novey, Eneida Colon, Jeannie Williams and Sharlene Humphrey
GUEST/PUBLIC: N/A
CALLED TO ORDER: Mark Broms called the meeting to order and quorum was established 3:02 p.m. Pledge of Allegiance took place and introductions were conducted.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Office of Early Learning SR Reconciliation Update	Shan Geoff called in on a conference call from OEL to share status information about School Readiness. She said the providers would be paid by the end of the calendar year paying special attention to those who are underpaid. She talked about a \$1500 cut off where if the provider was overpaid by that much it would be forgiven. She also is working on establishing email contact with all providers to keep them updated and ask them for patience as they move through the process. Attendance and payments will be functioning by the end of the year.	Ongoing
Consent Items	<p>a). Minutes - October 15, 2019:</p> <p>b). Minutes - November 11, 2019 approved with the following changes;</p> <ul style="list-style-type: none"> • Remove footer which lists August 2019. • Add Khaled Jarrah's statement on his motion for Beth Mills to reclude herself from the investigation due to the fact that she had applied for the Executive Director position but was not selected. 	<p>Ian Golden made a motion for the October 15, 2019 minutes to be approved. Khaled Jarrah seconded the motion. The motion passed unanimously.</p> <p>Natalie Jackson made a motion for the November 11, 2019 minutes to be approved (with amendments). Terri Barlow seconded the motion. The motion passed unanimously.</p>

<p>Committee Reports:</p>	<p>a) <u>Executive/Finance Committee:</u> Mark Broms reported to the board that the Executive/Finance Committee met on Monday, November 25, 2019. The agenda items included:</p> <ul style="list-style-type: none"> ➤ Bid for Services review; Mark announced that Gray Robinson Attorneys at Law had won the Bid for Services to investigate the grievances. Mark went on to explain the process and how the votes were tallied. There was discussion why we need to hire an outside firm if OEL was coming to do their own investigation. Mark explained the difference and felt OEL's investigation would move in a different direction than employee complaints filed at the October 15th Board Meeting. 	<p>On Going</p>
<p>Executive Directors Report</p>	<p>Laura Gambino went over the Executive Director's report and highlighted the following:</p> <ul style="list-style-type: none"> ➤ Melbourne office Update – Board approved back in June for any unallocated funds to be moved over to the Melbourne move costs. Most of the big purchases are out of the way with IT consulting and wiring being the most expensive. The \$20,000 rent allocation was reviewed by both the CPA and the Attorney as requested by the Board and given full approval. Landlord sent over a corrected amendment and payment has been processed. Expect to be fully operational by the end of January. ➤ Toy Drive- Laura reports that the Toy Drive is in full swing. 	<p>No Action/Follow-up</p>
<p>Finance Report</p>	<p>Greg Thomas provided a financial report and explained why there were some costs that were way down and some high. He felt it's the time of year and moving forward the costs should even out.</p> <p>Ian Golden voted against approving the financial report due to it not being the most current.</p> <p>Greg will not have signing privileges at Seacoast Bank until after his 90 day evaluation.</p> <p>Other than some IT issues Greg is reporting no issues getting information.</p>	<p>Gena Tiedeman made a motion for the Financial Report to be approved to be approved. Althea Puzio seconded the motion. The motion passed by a vote of 13-1.</p>
<p>New Business</p>	<p>Cancellation of the December 17, 2019 Board Meeting</p>	<p>Gina Tiedeman motioned for the Cancellation of the December 17, 2019 Board Meeting. Beth Mills</p>

		seconded the motion. The motion passed unanimously.
Adjournment	The meeting was adjourned at 4:59PM	Natalie Jackson motioned for the adjournment of the Board Meeting Jeffrey Harrison seconded the motion. The motion passed unanimously.
Next Meeting	Tuesday, January 21, 2020 at 3: 00 p.m.	

December 3, 2019 Board minutes were approved at the January 21, 2020 meeting:

Respectfully Submitted,

Approved

 1/22/2020

 1/22/2020

Signature
Executive Coordinator

Signature
Executive Director

Date

Date