



**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**  
**FINANCE COMMITTEE**  
**Meeting Agenda**  
**November 3, 2021 - 8:30 a.m.**

**Purpose:** This committee is charged with the oversight of budget development, accurate tracking of expenditures, monitoring unrestricted funds, and to ensure adequate financial controls in coordination with appropriate staff and directors.

**Committee Members:**

- Brooke Delmotte, Finance Committee Chair**, *Provider Liaison/Operations Manager Early Steps, SWFL Health Planning Council*  
**Laura Bright**, American Cancer Society  
**Nate M. Halligan**, *Portfolio Manager, Busey Bank*  
**Douglas Szabo**, Henderson, Franklin, Starnes & Holt, P.A.

**ELC Staff:**

- Susan Block**, *Chief Executive Officer*; **Leona Adkins**, *Chief Quality Officer and Interim: Chief Program Officer*; **Lugeenya Blackstock**, *Chief Financial*; **Janet Quintero**, *Administrative Coordinator*

(\*) Materials included in Finance Committee Packet.      (\*\*) Materials sent electronically to Committee Members.

Agenda Items	Page No.	Facilitator/ Presenter	Suggested Time Frames
1. Welcome and public comments	--	Brooke Delmotte	8:30 a.m.
2. Vote on Finance Committee Minutes of June 2, 2021	3	Brooke Delmotte	8:35 a.m.
3. Vote on Finance Committee Minute of September 15, 2021	--	Brooke Delmotte	8:40 a.m.
4. Discuss Utilization Management (Forecast)	--	Susan Block	8:45 a.m.
5. Review Utilization Reports and Statements of Revenues and Expenditures	--	Lugeenya Blackstock	9:00 a.m.
6. Updated NOA and effect on FY2021-2022 Budget	--	Lugeenya Blackstock	9:10 a.m.
7. New Business	--	Susan Block	
Adjournment			
<b>Next Meeting –January 12, 2021</b>			

Until further notice: All meetings will be held via Zoom.

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