



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

FINANCE COMMITTEE MINUTES

Wednesday, November 3, 2021

8:30 - 9:30 a.m.

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

Committee Member Present:

Douglas Szabo, Attorney, Henderson, Franklin, Starnes & Holt, P.A.

Committee Members via Zoom:

Brooke Delmotte, Board Treasurer, Provider Liaison/Operations Manage, Early Steps, SWFL Health Planning Council;

Laura Bright, Golisano Children's Museum; **Nate Halligan**, Business Banker/Portfolio Manager, Busey Bank.

Staff Present: Susan Block, CEO; Lugeenya Blackstock, Chief Financial Officer Janet Quintero, Administrative Coordinator.

(*) Materials included in Finance Committee Packet.

Agenda Items	Discussion	Action/Assignments
1. Welcome & Introductions	<ul style="list-style-type: none"> The meeting was called to order at 8:32 am by Brooke Delmotte. A quorum was established. 	
2. Vote on Finance Committee Minutes of June 2, 2021*	<ul style="list-style-type: none"> The June 2, 2021, Finance Committee minutes were presented. 	Motion to approve the June 2, 2021, minutes by Nate Halligan. Second by Doug Szabo. Motion approved.
3. Vote on Finance Committee Minutes of September 15, 2021. *	<ul style="list-style-type: none"> The September 15, 2021, Finance Committee minutes were approved 	Motion to approve the September 15, 2021, minutes June 2, 2021, minutes made by Nate Halligan Second by Doug Szabo. Motion approved
4. Discuss Utilization Management (Forecast) *	<ul style="list-style-type: none"> Susan Block reported that the waitlist has decreased and is currently at zero. There are funds available. 	

5. Review Utilization Reports and Statements of Revenues and Expenditures	<ul style="list-style-type: none"> Lugeenya discussed current expenditures for both SR and VPK. She stated that administrative costs are well within the caps. 	
6. Update NOA and on FY2021-2022 Budget	<ul style="list-style-type: none"> Lugeenya Blackstock discussed the updated budget that includes funds for waitlist. Increase funding from 44 million to 60 million with an estimated additional 25 to 30 million. 	Motion to approve the updated budget by Doug Szabo. Second by Nate Halligan. Motion approved.
7. New Business	<ul style="list-style-type: none"> Susan Block announced that we still need gubernatorial appointees and that she would be happy to discuss board membership with anyone who is interested. The Compensation and Classification Study is almost complete and will be presented at the November board meeting. The board will be asked to approve the pay framework only as the FY 22 budget already includes anticipated costs. Doug Szabo expressed his concerns about the use of the CRRSA Grant funding and accountability. 	
Adjournment	<ul style="list-style-type: none"> The meeting was adjourned at 9:05 am. 	
Next Meeting	January 12, 2022.	