



# EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

## FINANCE COMMITTEE

### Meeting Agenda

February 28, 2024 - 8:30 a.m.

Microsoft Teams meeting

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Meeting ID: 274 472 276 381

Passcode: u7ayqm

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

#### Committee Members:

**Brooke Goldstein, Finance Committee Chair**, Provider Liaison/Operations Manager Early Steps, SWFL Health Planning Council

**Alex Breault**, Director, Talent Initiatives, Naples Chamber of Commerce

**Sharon Love, Esq.**, Long, Murphy & Shemkus, P.A.

**Aaron Stitt**, Department of Children and Families, Regional Administrator

#### ELC Staff:

**Dr. Melanie Stefanowicz**, Chief Executive Officer

**Tricia Delles, CPA**, Interim CFO (not attending)

**Wynetta Upshaw**, Chief Administrative Officer

**Gilda Duran**, Chief Programs Officer

**Leona Adkins**, Chief Quality Officer

**Monica Gaddy**, Administrative Coordinator

Agenda Items	Facilitator	Discussion and Actions
1. <b><u>Welcome and public comment.</u></b>	Brooke Goldstein	
2. <b><u>Request Approval</u></b> of Finance Committee Meeting Minutes: January 17, 2024	Brooke Goldstein	
3. <b><u>Informational:</u></b> a. CFO Staffing Update b. Single Audit Update: March 14, 2024, Board Meeting	Brooke Goldstein	
4. <b><u>Discussion</u></b> of SR Utilization through January 2024	Brooke Goldstein	
5. <b><u>Discussion and Approval</u></b> of Summary of Revenues and Expenditures and Financial Statements	Brooke Goldstein	

Agenda Items	Facilitator	Discussion and Actions
6. <b><u>Request Approval</u></b> of FY24 Contracts:  NONE	Brooke Goldstein	
7. <b><u>Next Meeting:</u></b> April 18, 2024 8:30 a.m. – 9:30 a.m.	Brooke Goldstein	
8. <b><u>Adjournment:</u></b>	Brooke Goldstein	

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