**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**

**FINANCE COMMITTEE**

**Meeting Agenda**

**September 16, 2020 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:**

**Douglas Szabo, Finance Committee Chair,** *Henderson, Franklin, Starnes & Holt, P.A.*

**Jeff Alluri,** *Principal/VP Consulting, Element Technologies, LLC*

**Brooke Delmotte,** *Provider Liaison/Operations Manager,**Early Steps, SWFL Health Planning Council*

**Nate M. Halligan,** *Portfolio Manager, Busey Bank*

**Amy McLean*,*** *Lee County School District*

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

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| **Agenda Items** | **Page No.** | **Facilitator/ Presenter** | **Suggested**  **Time Frames** |
| 1. Welcome and Introductions | -- | Doug Szabo | 8:30 a.m. |
| 2. Vote on Finance Committee Minutes of June 3, 2020\* | 2 | Doug Szabo | 8:35 a.m. |
| 3. Discuss Utilization Management (Forecast) - Handout | 5 | Susan Block | 8:40 a.m. |
| 4. Review Utilization Reports and Statements of Revenues and Expenditures | 6 | Nga Cotter | 9:00 a.m. |
| 5. Review Notice of Award and effect on FY20-21 Budget |  | Nga Cotter | 9:10 a.m. |
| 6. Update on Addendum #1 for FY 18-19 Reconciliation |  | Nga Cotter | 9:20 a.m. |
| 7. Update on Fiscal FY19-20 Close-out |  | Nga Cotter | 9:30 a.m. |
| 8. Approval of Naples Inventory |  | Nga Cotter | 9:35 a.m. |
| 8. Review of OEL’s Expenditure Validation (aka Desk Review) for Jan-Jun 2019 |  | Nga Cotter | 9:40 a.m. |
| Adjournment |  |  |  |
| **Next Meeting – 11/4/2020** |  |  |  |
|  |  |  |  |

All meetings will be held at 2675 Winkler Avenue, Fort Myers, FL 33901 unless otherwise announced.

Join Zoom Meeting

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