



**Finance & Operations Committee Meeting**  
Thursday, March 3, 2022  
3250 S.W. 3<sup>rd</sup> Avenue (Coral Way)  
United Way – Ryder Room  
**"In person quorum with some virtual attendants"**  
9:30 a.m. – 11:00 a.m.

Board of Directors

Kenneth C. Hoffman  
Chair  
Pamela Hollingsworth  
Vice-Chair  
Mark A. Trowbridge  
Treasurer  
Karen Weller  
Secretary

Edward Abraham, M.D.  
Magaly Abraham, Ed.D.  
Laura Adams  
Matthew Arsenault  
Daniel Bagner, Ph.D.  
Hon. Dorothy Bendross-Mindingall, Ph.D.  
Hon. Danielle Cohen Higgins  
Constance Collins  
Morris Copeland  
Victor E. Diaz-Herman  
Mary Donworth  
Richard P. Dunn II  
Hon. Juan Fernandez Barquin  
Gilda Ferradaz  
Lourdes P. Gimenez  
Nicole Gomez  
Valrose Graham  
Mindy Grimes-Festge  
Malou C. Harrison, Ph.D.  
Nelson Hincapie  
Tiombe Bisa Kendrick-Dunn, Ed. D.  
Marissa Leichter  
Alexandra Martin  
Annie R. Neasman  
Hon. Orlando Prescott  
Javier Reyes  
Hon. Isaac Salver  
Sandra West

David Lawrence Jr.  
Founding Chair

James R. Haj  
President & CEO

County Attorney's Office  
Legal Counsel

**AGENDA**

- 9:30 a.m. **Welcome and opening remarks** Mark Trowbridge  
Committee Chair
- 9:35 a.m. **Public Comments** Mark Trowbridge  
Committee Chair
- 9:45 a.m. **Approval of January 6, 2022 Finance & Operations Committee minutes summary**  
(Addl. Item packet, Pg. 2) Mark Trowbridge  
Committee Chair
- 9:50 a.m. **Presentation** Branden Lopez, Senior Manager  
Marcum, LLP
- *Annual Comprehensive Financial Report (ACFR) Fiscal Year 2020-21*
- 10:15 a.m. **CEO Report**
- *Monthly Financial Statements*
- 11:00 a.m. **Adjourn** James R. Haj  
President/CEO

**Reminder:**

**Next Committee Meeting: Thursday, April 7, 2022**

The public is allowed to comment on a specific agenda item but must register with the Clerk of the Board prior to being allowed to comment.



**Finance & Operations Committee Meeting  
Summary of Actions Taken  
January 6, 2022  
9:31 a.m.**

**These actions were taken by the Finance & Operations Committee meeting held on January 6, 2022, with a quorum of members physically present and some members attending virtually:**

**\*Please note that the number of board members fluctuate based on arrival and departure of some of them throughout the meeting.**

**Motion to approve the October 7, 2021 Finance & Operations committee meeting minutes was made by Constance Collins and seconded by Gilda Ferradaz. Motion passed unanimously, 6-0.**

**Resolution 2022-A: Motion to recommend the resolution to the Board of Directors on January 18, 2022 was made by Matthew Arsenault and seconded by Constance Collins.** Authorization for a procurement waiver from a formal competitive solicitation for catering services at the 2022 Champions for Children event and to expend a total amount not to exceed \$45,000.00 of the already approved \$150,000 budget with DoubleTree by Hilton Miami Airport Convention Center to host and cater the 2022 Champions for Children event. **Motion passed unanimously, 7-0.**

**Resolution 2022-B: Motion to recommend the resolution to the Board of Directors on January 18, 2022 was made by Gilda Ferradaz and seconded by Matthew Arsenault.** Authorization to negotiate and execute a contract renewal with Armstrong Creative Consulting, Inc., for event planning services, in a total amount not to exceed \$290,000.00, for a term of nine months, commencing retroactively on January 1, 2022, ending on September 30, 2022, with three remaining 12-month renewals. **Motion passed unanimously, 7-0.**

**Resolution 2022-C: Motion to recommend the resolution to the Board of Directors on January 18, 2022 was made by Matthew Arsenault and seconded by Constance Collins.** Authorization to negotiate and execute contract renewals for advertising creative, media buying, and community outreach services, in a combined total amount not to exceed \$2,015,000.00, for a term of 12 months, commencing October 1, 2022, and ending on September 30, 2023, with one remaining 12-month renewal. **Motion passed unanimously, 7-0.**

**Resolution 2022-D: Motion to recommend the resolution to the Board of Directors on January 18, 2022 was made by Matthew Arsenault and seconded by Constance Collins.** Authorization to enter into a purchase agreement with Edward Delatorre LLC dba Monsters Ink for Trust-branded promotional items in a total amount not to exceed \$37,334.08 for a term of nine months commencing retroactively on January 1, 2022, and ending on September 30, 2022. **Motion passed unanimously, 7-0.**

**Resolution 2022-E: Motion to recommend the resolution to the Board of Directors on January 18, 2022 was made by Constance Collins and seconded by Gilda Ferradaz.** Authorization to accept a three year \$215,000.00 grant award from the Florida Children's Council, funded by the Helios Education Foundation, to support Trust staff and consultant support for data, program evaluation, and dissemination of results as part of The Trust's innovative partnership approach to enhance summer learning, and authorization to execute any required agreements and documents in support thereof, commencing retroactively on October 1, 2021, and ending September 30, 2024. **Motion passed unanimously, 7-0.**

**Meeting adjourned at 9:55 a.m.**