

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**

**October 23, 2025 Council Meeting**

**2300 High Ridge Road, Boynton Beach, FL 33426**

**MINUTES**

Present (in person):

Thomas Bean

Sara Baxter

Karen Brill

Kathleen Kroll

Jose Luis Rodriguez

Robert Shea Tom

Weber

Excused:

Mike Burke

**1. Call to Order**

Chair Bean called the meeting to order at 4:30 pm.

- A. Invocation - Led by Tom Weber
- B. Pledge of Allegiance
- C. Presentations – N/A

**2. Minutes**

- A. September 15, 2025 Council Meeting Minutes      **1**

**Recommendation: I recommend the Council approve the Minutes of the September 15, 2025 Council Meeting as presented.**

- B. September 15, 2025 First TRIM Hearing Minutes      **2**

**Recommendation: I recommend the Council approve the Minutes of the September 15, 2025 First TRIM Hearing as presented.**

- C. September 29, 2025 Second TRIM Hearing Minutes      **3**

**Recommendation: I recommend the Council approve the Minutes of the September 29, 2025 Council Meeting as presented.**

**A motion by Brill/Shea to approve the Minutes of the September 15, 2025 Council Meeting, the Minutes of the September 15, 2025 First TRIM Hearing, and the Minutes of the September 29, 2025 Second TRIM Hearing as presented, was approved by unanimous vote.**

**3. Public Comment – Agenda Items**

No public comments.

#### 4. Council Committees:

- **Human Resources Committee**

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

October 23, 2025, Council Meeting Page:

2

- **The committee reviewed the following items:**

- Minutes from the April 24, 2025 Human Resources Committee meeting
- Resolution #25-033 Authorizing CSC Employee Benefits Renewal

**A motion by Brill/Weber to approve the items listed above as presented was approved by unanimous vote.**

- **Finance Committee**

- **The committee reviewed the following items:**

- Minutes from the September 15, 2025 Finance Committee meeting
- Financial Statements as of August 31, 2025
- Proposed 2025 General Fund Budget Revision

**A motion by Weber/Brill to approve the items listed above as presented was approved by unanimous vote.**

The committee also discussed the following, with no action required:

- Monthly Investment Report for the period ending August 31, 2025
- Quarterly and Annual Investment Report for the period ending September 30, 2025.

#### 5. Consent Agenda

1. Additions, Deletions, Substitutions – None
2. Items to be pulled from Consent Agenda - None
3. Adoption of Consent Agenda and walk-in Warrants List

**A motion by Brill/Weber to approve the Consent Agenda, including the Warrants List and Walk-In Warrants List, as presented, was approved by unanimous vote, with the exception of Reference #5 which was pulled for discussion.**

##### A. Program

1. Prime Time of Palm Beach County – Afterschool Program Development, STEAM, and Expanded Learning Opportunities Late Charge

**Recommendation: For informational purposes only; no action required.**

B. Business

1. Resolution #25-034 Approving Procurement and Contracting for Design and Build-Out 5 of Third Floor

**Recommendation: I recommend the Council approve Resolution #25-034 authorizing procurement for designing and building out the northeast quadrant of the third floor and authorizing the Chief Executive Officer to enter into any necessary agreements for the**

2

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

October 23, 2025, Council Meeting Page: 3 **design and build of the space for the purpose of commercial leasing, the total cost of which will not exceed \$500,000.**

Council members Weber, Rodriguez, and Chair Bean offered recommendations focused on key considerations for the project, including: identifying a tenant or potential tenants prior to initiating any build-out; exploring the use of modular units that can be reconfigured to meet varying tenant requirements; and ensuring sufficient space is retained for CSC storage and other operational needs. Following the discussion, a motion was made to amend the resolution to require that staff return to Council with proposed designs or plans for approval before any construction funds are expended.

**A motion by Weber/Rodriguez to approve Resolution #25-034, as amended, was approved by unanimous vote.**

2. Warrants List

6

**Recommendation: I recommend the Council approve the Warrants List, in accordance with the established budgets for each of the expensed items, as presented.**

C. Proclamations – N/A

6. **Non-Consent Agenda**

A. Program – N/A

B. Business – N/A

C. Proclamations

7. **Walk-In Items** – N/A

8. **Chief Executive Officer's Report**

The CEO reviewed highlights from her report.

9. **Legal Reports** – N/A

**10. Public Comment – Non-Agenda Items**

No public comments.

**11. Council Comments**

**12. Adjournment**

The Council meeting adjourned at 4:49 pm.

Signed by:  
  
EE78AE6C46174C6...

DocuSigned by:  
*Lisa Williams-Taylor*  
EFFEC04CB70F497...

Thomas P.

---

Weber, Secretary Lisa Williams-Taylor, Ph.D., Chief Executive Officer