

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

**April 24, 2025 Council Meeting**

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

**MINUTES**

**Present (in person):**

Thomas Bean

Karen Brill

Kathleen Kroll

Jose Luis Rodriguez Robert

Shea

**Excused:**

Sara Baxter; Mike Burke; Tom Weber

**1. Call to Order**

Chair Bean called the meeting to order at 4:31 pm.

A. Invocation - Led by Chair Bean

B. Pledge of Allegiance

C. Presentations – N/A

**2. Minutes**

A. March 20, 2025 Council Meeting Minutes     **1**

**Recommendation: I recommend the Council approve the Minutes of the March 20, 2025 Council Meeting as presented.**

**A motion by Kroll/Brill to approve the Minutes of the March 20, 2025 Council Meeting, as presented, was approved by unanimous vote.**

**3. Public Comment – Agenda Items**

No public comments.

**4. Council Committees:**

**Human Resources Committee** ○ Annual Performance Review of the Chief Executive Officer

**A motion by Brill/Kroll to approve the Annual Performance Review of the Chief Executive Officer, as presented, was approved by unanimous vote.**

○ **The committee reviewed and approved the following items:**

- Minutes from the March 20, 2025 Human Resources Committee Meeting

- Updates to the Employee Handbook/Human Resources Policies and Procedures

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

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### **Finance Committee**

- **The committee reviewed the following items:**
  - Minutes from March 20, 2025 Finance Committee meeting
  - Financial Statements as of March 31, 2025
  - Annual Review of Investment Policy and Recommended Changes

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

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

- Quarterly Investment Report for the period ending March 31, 2025 and Portfolio Performance from December 31, 2024
- CSC Proposed Fiscal Year 2025-2026 Budget  
Comparison of millage rates

### **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/Kroll to approve the Consent Agenda, including the Warrants List and Walk-In Warrants List, as presented, was approved by unanimous vote.**

#### **A. Program**

1. Resolution #25-013 Authorizing an Increase to the Allocation to the Agreement with The Palm Beach County Literacy Coalition, Inc. for the Glades Family Education Program **2**

**Recommendation: I recommend the Council approve Resolution #25-013 authorizing the Chief Executive Officer to execute an amendment to the agreement with The Literacy Coalition of Palm Beach County, Inc. for the Glades Family Education program to increase the current allocation of \$90,948 by \$7,275 for a total allocation of \$98,223 effective April 25, 2025.**

2. Program Late Charge – Children's Forum, Inc./Training Registry Program

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

B. Business

1. Resolution #25-014 Authorizing an Agreement with CRL Media LLC for Haitian 4 Community Outreach Communications Plan

**Recommendation: I recommend the Council approve Resolution #25-014 authorizing the Chief Executive Officer to enter into any necessary agreement(s) with CRL Media LLC in an amount not to exceed \$170,650 for the period of May 1, 2025-May 31, 2026 for development,**

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**implementation, and management of Haitian Community Outreach Communications Plan, subject to the Council's annual budget and TRIM approval process.**

2. Warrants List

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**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 – N/A

**7. Walk-In Items – N/A**

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

The CEO reviewed highlights from her report.

**9. Legal Reports**

- A. Legislative Update

General Counsel Debra Gotlib shared an update on bills.

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

No public comments.

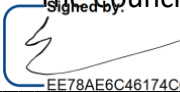
## 11. Council Comments

There were no Council comments.

## 12. Adjournment

The Council meeting adjourned at 4:44 pm.

Signed by:



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Thomas P.

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