

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

September 15, 2025 Council Meeting

2300 High Ridge Road, Boynton Beach, FL 33426

MINUTES

Present (in person):

Thomas Bean

Sara Baxter Karen

Brill

Mike Burke

Amy Gregory

Jose Luis Rodriguez Tom

Weber

Excused:

Kathleen Kroll

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

- Nonprofits First Presentation – Kasha Kitts, Chief Program Officer; Trudy Crowetz, Nonprofits First President and CEO; Susan Erichsen, Nonprofits First Director of Accreditation.

2. Minutes

A. August 7, 2025 Council Meeting Minutes

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Recommendation: I recommend the Council approve the Minutes of the August 7, 2025 Council Meeting as presented.

A motion by Baxter/Burke to approve the Minutes of the August 7, 2025 Council Meeting, as presented, was approved by unanimous vote.

3. Public Comment – Agenda Items

No public comments.

4. Council Committees:

- **Human Resources Committee – N/A**
- **Finance Committee**

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

- Minutes from August 7, 2025 Finance Committee meeting
- Financial Statements as of July 31, 2025

A motion by Weber/Burke 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 July 31, 2025
- Annual Review of Fund Balance Policy
- TRIM Packet for the 1st TRIM Hearing on September 15, 2025 (approval of tentative millage rate and budget)

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 Baxter/Brill 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 #25-028 Authorizing a Decrease in CSC STAR Award Agreement and an Increase in CSC Scholarship Initiative Agreement **2**

I recommend the Council approve Resolution #25-028 authorizing the Chief Executive Officer to enter into contract amendments with the Early Learning Coalition of Palm Beach County, Inc. to decrease funding for the CSC STAR Award Agreement by \$600,000, resulting in a revised allocation of \$2,150,000 (\$2,750,000 - \$600,000) and to increase funding to the CSC Scholarship Initiative Agreement by \$600,000, for a revised allocation of \$39,253,974 (\$38,653,974 + \$600,000).

2. Resolution #25-029 Authorizing the Use of FY 24-25 Underexpenditures to Provide additional funding to the Palm Beach County Food Bank, Inc. **3**

Recommendation: I recommend the Council approve Resolution #25-029 authorizing the Chief Executive Officer to award a one-time amount of \$750,000 to the Palm Beach County

Food Bank, Inc. for the purchase of food staples to address the 2-month gap in the availability of food for families.

- 3. Resolution #25-030 Authorizing a Waiver of Procurement and an Agreement with Florida Atlantic University Board of Trustees (FAU) on behalf of the Small Business Development Center for Capacity Building Supports 4

Recommendation: I recommend the Council approve Resolution #25-030 authorizing a waiver of procurement and authorizing the Chief Executive Officer to execute an agreement with FAU on behalf of the Small Business Development Center for organizational capacity building supports effective October 1, 2025 through September 31, 2026 in the amount not to exceed \$90,000.

B. Business

- 1. Resolution #25-031 Authorizing an Agreement with CRL Media LLC for Multicultural Community Programming 5

Recommendation: I recommend the Council approve Resolution #25-031 authorizing the Chief Executive Officer to enter into any necessary agreement(s) with CRL Media LLC for multicultural community programming, in an amount not to exceed \$110,000 for the period October 1, 2025-September 30, 2026.

- 2. Resolution #25-032 Authorizing 2025-2026 Media Expenditures in Excess of Annual Cumulative Total of \$100,000 6

Recommendation: I recommend the Council approve Resolution #25-032 authorizing the Chief Executive Officer to enter into media contracts of which the annual cumulative total with any one vendor may exceed \$100,000 during FY 2025-2026 and which are necessary for continuation of CSC's educational campaigns provided such actions are within the most recently approved Council budget. The effective dates of this Resolution will be October 1, 2025, through September 30, 2026.

- 3. Resolution #25-025 and Exhibit "A" – 2025-26 CSC Funding Allocations 7

Recommendation: Subject to the final approval of the 2025/2026 CSC Millage Rate and Budget, I recommend the Council approve Resolution #25-025 for CSC program funding as outlined in the attached Exhibit "A".

- 4. Warrants List 8

Recommendation: Subject to the final approval of the 2025-2026 millage rate and budget,

I recommend the Council approve all Purchase Orders with the prefix "PO-26" and all Warrants related to fiscal year 2025-2026. I also recommend approval of the current Warrants List for the current fiscal year, 2024-2025, 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

a. Proclamation Declaring September 2025 Hunger Action Month in Palm Beach County

The proclamation was read aloud.

A motion by Baxter/Brill to approve a Proclamation declaring September 2025 as Hunger Action Month in Palm Beach County, as presented, was approved by unanimous vote.

7. Walk-In Items – N/A

8. Chief Executive Officer's Report

The CEO reviewed highlights from her report.

The Council recessed at 5:00 pm to hold the First TRIM Hearing.

The Council reconvened at 5:14 pm.

9. Legal Reports

A. Reminder: Second TRIM Hearing Date (at 5:01 pm)

2. September 29

Debra Gotlib, General Counsel and Chief of Legislative Affairs, reminded Council members that our 2nd TRIM Hearing will be on September 29th at 5:01 pm.

10. Public Comment – Non-Agenda Items

No public comments.

11. Council Comments

12. Adjournment

The Council meeting adjourned at 5:20 pm.

Signed by:

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Thomas P. Weber, Secretary

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