



**Policy Council
Finance Committee Meeting
April 11, 2025
1:00 p.m.
Agenda**

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|---|-------------------------|
| I. Call Meeting to Order | Polo Coronado |
| II. Roll Call | Jessica Dittmar |
| III. Reports | |
| a. Expenditure Report (January and February 2025) | Elicenia Del Rio |
| b. Credit Card Report (January and February 2025) | Elicenia Del Rio |
| IV. Public Comments | Polo Coronado |
| V. Adjournment | Polo Coronado |



January 2025 Expenditure Report

Early Learning Coalition of Miami-Dade/ Monroe

Early Head Start

January 2025

Expense Category	Budget	Monthly Expenses	Actual YTD Expenses	Remaining Balance	YTD Percentage
a - Personnel	3,115,356.00	340,569.26	1,470,897.70	1,644,458.30	47.21%
b - Fringe	1,085,695.00	95,291.77	521,635.06	564,059.94	48.05%
d - Equipment	32,752.00	18,546.33	18,546.33	14,205.67	56.63%
e - Supplies	175,389.00	2,693.34	95,911.30	79,477.70	54.68%
f - Contractual-Child Care Services	6,416,006.00	495,367.32	2,941,399.04	3,474,606.96	45.84%
f - Contractual-Contractual Services	722,813.00	75,166.83	361,837.81	360,975.19	50.06%
h - Other	536,468.00	25,980.84	293,546.35	242,921.65	54.72%
TTA Total Expenses (c - Travel & h - Other)	232,374.00	7,014.40	62,869.01	169,504.99	27.06%
Total Expenses	12,316,853.00	1,060,630.09	5,766,642.60	6,550,210.40	46.8%

Term	Definition
Fiscal Year	August 1, 2024- July 31, 2025
YTD	Year to Date
Budget	The amount the program has to spend.
Forecast Expenses	The amount the program expects to spend.
Actual YTD Expenses	The total amount spent through the month being reported.
Surplus	Spending is less than what is budgeted. There are excess funds left.
Deficit (-)	Spending is more than what is budgeted. There are insufficient funds left.
YTD Percentage	The percent of the budget used through the month being reported.

January 2025 Credit Card Report

Dist. Code	Transaction Date	AMEX Description	Traveler	ELC Description	Amount
520EHT	1/1/2025	Travel & Lodging	EHS Staff	Lodging and Airfare for 2 staff to attend Region IV Head Start Association Conference.	\$1,715.46
520EHT	1/1/2025	Travel & Lodging	EHS Staff	Lodging for 1 staff member to attend NHSA Leadership Conference.	\$897.45
Total:					\$2,612.91



February 2025 Expenditure Report

Early Learning Coalition of Miami-Dade/ Monroe					
Early Head Start					
February 2025					
Expense Category	Budget	Monthly Expenses	Actual YTD Expenses	Remaining Balance	YTD Percentage
a - Personnel	3,115,356.00	236,265.24	1,707,162.94	1,408,193.06	54.80%
b - Fringe	1,085,695.00	87,683.53	609,298.04	476,396.96	56.12%
d - Equipment	32,752.00	160.12	18,706.45	14,045.55	57.12%
e - Supplies	175,389.00	35,162.23	131,073.53	44,315.47	74.73%
f - Contractual-Child Care Services	6,416,006.00	445,867.28	3,387,266.32	3,028,739.68	52.79%
f - Contractual-Contractual Services	722,813.00	44,610.46	406,448.27	316,364.73	56.23%
h - Other	536,468.00	25,093.11	319,708.30	216,759.70	59.60%
TTA Total Expenses (c - Travel & h - Other)	232,374.00	2,535.94	65,404.95	166,969.05	28.15%
Total Expenses	12,316,853.00	877,377.91	6,645,068.80	5,671,784.20	54.0%

Pie chart showing planned expenses for various categories is in this cell.

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Surplus	Spending is less than what is budgeted. There are excess funds left.
Deficit (-)	Spending is more than what is budgeted. There are insufficient funds left.
YTD Percentage	The percent of the budget used through the month being reported.



February 2025 Credit Card Report

Dist. Code	Transaction Date	AMEX Description	Traveler	ELC Description	Amount
520EHT	2/28/2025	Travel & Lodging	EHS Staff	Lodging for 2 staff to attend Region IV Head Start Association Conference.	\$1,231.08
520EHT	2/28/2025	Travel & Lodging	EHS Staff	Lodging and Airfare for 1 staff to attend 39th National Child Conference.	\$345.35
Total:					\$1,576.43