

Early Learning Coalition of Manatee County, Inc.
Board of Directors Meeting
March 20, 2009

A meeting of the Board of Directors of the Early Learning Coalition of Manatee County was held on March 20, 2009 at 12:00 PM at 3526 Ninth Street West, Bradenton, Florida, 34205.

Voting members present were:

Howard Veltz, Chairman	Janice Mee
Amy Cooley	Susan Miller
Sandra Edmondson	Adam Mohammadbhoy
Linda Guritz	Jennifer Radebach
Caroline Halfacre	Walter Stern
Michael Hennesey	Dr. Kathy Stuckey
Dennis Jagdmann	Mary Beth Wehnes
Dianne Kopczynski	

Voting members absent were:

Andrew Minor	Melanie Shackelford
Jennifer Passmore	

Non-voting members present were:

Kathy Patreka	Ron Russell
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Non-voting members absent were:

Annette Larkin	Carol Hunt
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ELC Staff members present were:

Paul Sharff	Pam Parmenter
Karen Holman	Jay Burnell
Pam Behr	Lisa Morrison

Also in attendance was ELC Attorney Jason Hesbest.

These minutes are a summary of discussion and actions items of the Early Learning Coalition of Manatee County Board. Details are available upon request via the recorded audio transcript.

Welcome and Introductions

- Mr. Veltz, Chairman, called the meeting to order at 12:04 PM.
- Mr. Veltz requested that Mr. Sharff conduct the roll call. Upon completion of the roll call Mr. Sharff stated that a quorum was present.
- Mr. Veltz inquired if there were Citizen Comment Cards from individuals who would like to speak at this meeting. Mr. Sharff stated that Naythen Schrock would like to speak about the School Readiness Agreement and Ms. Laura Winfrey would like to speak on the transition of services.

Action Items:

- **Presentation and Approval of Audited Financial Statements 2007-2008**

Mr. Larry Kraujalis of Florida CPA Services, PA presented the Independent Auditor's Report for the Coalition as of June 30, 2008.

Mr. Veltz called for a motion for approval of the Audited Financial Statements as presented.

Upon motion duly made by Mr. Jagdmann, and seconded by Ms. Kopczynski, the Board of Directors unanimously approved the Audited Financial Statements as presented.

- **Approval of Board Minutes**

Mr. Veltz called for a motion for approval of the minutes of the Board of Directors meeting of February 19, 2009.

Upon motion duly made by Ms. Halfacre, and seconded by Mr. Mohammadbhoy, the Board of Directors unanimously approved the February 19, 2009 minutes as presented.

- **Approval of New Board Members.**

Mr. Veltz requested a motion to approve the appointment of Mr. Michael Griffith and Ms. Angel Harber to the Board of Directors of the ELC of Manatee County, Inc.

Upon a motion duly made by Dr. Stuckey, and seconded by Ms. Miller, the Board of Directors unanimously approved the appointment of Mr. Michael Griffith and Ms. Angela Harber to the Board of Directors as presented.

- **Approval of VPK Provider Service Agreement**

Mr. Veltz requested a motion for approval of the VPK Provider Service Agreement.

Mr. Sharff stated that providers are required to sign the VPK Provider Service Agreement to receive State funds. The State provides a standard agreement and addendum, which the Coalitions have the option of adding additional items to.

Ms. Parmenter reviewed the Coalition's position on the quality of the programs and how they relate to the additions to the VPK Provider Service Agreement.

Discussion ensued regarding the agreement.

Upon motion duly made by Ms. Miller, and seconded by Dr. Stuckey, the Board of Directors unanimously approved the VPK Provider Service Agreement as presented.

- **Approval of School Readiness Service Agreement**

Mr. Veltz requested a motion for approval of the School Readiness Service Agreement. After discussion, the Board requested that Ms. Parmenter revise the agreement to align more closely with the information given to the providers. This amended agreement would then be presented to the providers for signature.

Upon motion duly made by Mr. Mohammadbhoy and seconded by Ms. Kopczynski, the Board of Directors unanimously approved the School Readiness Service Agreement with requested revisions to align it more closely with the information given to the providers.

- **Approval of Board Meeting Schedule**

Mr. Veltz requested a motion for approval of the Board Meeting Schedule.

Upon motion duly made by Ms. Halfacre and seconded by Ms. Guritz, the Board of Directors unanimously approved the Board Meeting Schedule as presented.

- **Approval of Lease Dock Area**

Mr. Sharff stated that the landlord had agreed to lease the dock area to the Coalition for \$1.00 per year. This area would be used as a working classroom and training area.

Upon motion duly made by Ms. Miller and seconded by Mr. Mohammadbhoy, the Board of Directors unanimously approved the lease as presented.

◦ **Approval of Sliding Fee Schedule**

Mr. Veltz requested a motion to approve the Sliding Fee Schedule as presented.

Mr. Sharff stated that the schedule is from the Agency for Workforce Innovation/Office of Early Learning. The schedule shows how much a family can make in order to qualify for our program.

Upon a motion duly made by Dr. Stuckey and seconded by Ms. Cooley, the Board of Directors unanimously approved the Sliding Fee Schedule effective April 1, 2009.

Financial Report:

Ms. Holman presented a review of the Actual Report for the fiscal year through January 2009. Ms. Holman reported that the Governor had vetoed the 4% reduction in school readiness and that the Coalition will be receiving the \$87,000, which was previously returned to the State.

Information Items: Executive Director Paul Sharff

- Mr. Sharff reported there has been a change in the transition plan. All services to the ELC will terminate as of April 10th. Staff is training at other Coalitions, and other individuals from various Coalitions are coming to our location to assist us.
- Mr. Sharff reported that the Governor had put a 15% freeze on funds this quarter to AWI. This should not effect the children's funding.

Public Comments

- Ms. Ellen Meade spoke on contractual services.
- Ms. Janet Hamstra spoke on childcare in Manatee County.
- Ms. Barbara Patten spoke on the transition calendar and changes.
- Ms. Laura Wenfrey spoke on the transition.

Adjournment

There being no further business to come before the Board of Directors, the meeting adjourned at 1:24 PM.

Minutes prepared by:

Minutes approved by:

Pamela Behr

Howard Veltz, Chairman