DocuSign Envelope ID: E5061FB9-675E-4BDC-A9C8-641F64682E76

Early Learning Coalition of Manatee County, Inc.
Executive & Finance Meeting
Of
December 1, 2021

The Early Learning Coalition of Manatee County, Inc. held an Executive and Finance Meeting on December 1, 2021, at 11:00 am at 600 8th Avenue West, Palmetto, Florida.

Committee Members Present
Ms. Jennifer Passmore
Ms. Karen Carpenter
Ms. Christina Riggio – Garraffa
Mr. Robert Bell
Mr. Bryan Wrench
Mr. Adam Mohammadbhoy
Dr. Robin Thompson
Ms. Rachel Kendzior
Mr. Tim Pye

Committee Members Excused
Mr. Andrew Minor

E.L.C. Executive Staff Present
Mr. Paul Sharff
Ms. Karen Holman
Mr. Darrell King
Ms. Kerry Gaylord
Ms. Hilarie King

These minutes summarize the discussion and action items of the Early Learning Coalition of Manatee County Executive Committee & Finance Committee meeting on December 1, 2021.

Welcome and Roll Call
Mr. Adam Mohammadbhoy, the Chair, called the meeting to order at 10:59 am.
Mr. Paul Sharff conducted a roll call and determined a quorum was present.

Citizen Comments
There were no Citizen's Comments.

Finance Committee Report
Finance Chair, Mr. Robert Bell
Chief Financial Officer, Ms. Karen Holman

DocuSign Envelope ID: E5061FB9-675E-4BDC-A9C8-641F64682E76

Ms. Holman reviewed the Budget to Actual from July 1, 2021, to September 30, 2021, and the Statement of Activities from July 1, 2021, – September 30, 2021. Ms. Holman reported that the audit was close to being finalized. MS. Holman stated that once the audit is completed, the Finance Department will wait on confirmation from DEL.

Chief Executive Officer Report

Chief Executive Officer, Mr. Paul Sharff

Chief Operations Officer, Mr. Darrell King

Mr. Sharff gave a Washington and Legislative Report. Washington will provide Florida with extra funding for Voluntary Pre-K if the Build Back Better Act passes.

Mr. Sharff reported Dr. Helena Hanson gave excellent feedback from her recent visit to the Coalition to meet with Leadership and Staff about the changes that had taken place in August. Mr. Sharff will email her report to the Executive Committee if they wish to review it.

Mr. Sharff updated the committee about the provider Laugh & Learn. The coalition revoked their license after an incident when a staff member injured a child. Mr. Sharff explained that this was the catalyst to revisit Manatee County having local licensing. Mr. Sharff hoped to have it pushed through in 2022 and was meeting with County Commissioners to move the plan forward.

Mr. King clarified the remaining funding coming to ELC from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). Mr. King stated that our coalition would be receiving a little over $4million in CRRSA dollars to provide stabilization grants to providers. Additional monies would come down for Outreach and Workforce Initiatives.

Mr. King updated the committee that the coalition would use the $30,000 grant awarded from the Selby Foundation to equip a bus for special needs and disabled children. Mr. King also stated that the new Dream Machine Bus would be going to Soar in 4 tonight for tours.

Mr. Sharff informed the committee that the Prayer Breakfast netted $150,000 in profit and match dollars combined. This money will be used for scholarships.

Mr. Sharff informed the committee that our coalition would be hosting the AELC meetings from December 8th through the 10th.

Mr. Sharff reminded the committee that our 10th annual golf tournament is on December 10th.

Mr. Sharff reported working closely with Dr. Thompson to develop a Children's Museum coming to Manatee County.

Items for Approval Non-Consent Agenda

1) Approval of Budget to Actual from July 1, 2021, to September 30, 2021

Upon motion duly made by Ms. Passmore and seconded by Ms. Kendzior, the Executive and Finance Committee were unanimously approved Budget to Actual from July 1, 2021, to September 30, 2021.

Items for Approval Non-Consent Agenda

2) Statement of Activities from July 1, 2021, – September 30, 2021

DocuSign Envelope ID: E5061FB9-675E-4BDC-A9C8-641F64682E76

Upon motion duly made by Ms. Carpenter and seconded by Ms. Passmore, the Executive, and Finance Committee were unanimously approved the Statement of Activities from July 1, 2021, – to September 30, 2021.

Items for Approval Non-Consent Agenda

3) Approval of FY 21/22 Budget to Actual

Upon motion duly made by Ms. Passmore and seconded by Ms. Kendzior, the Executive and Finance Committee were unanimously approved the 21/22 Budget to Actual.

Approval of the Executive and Finance Meeting Minutes of September 15, 2021

Upon motion duly made by Ms. Passmore and seconded by Ms. Carpenter, the Executive and Finance Meeting Notes were unanimously approved.

Old Business
None

New Business
None

Public Comments
There were no public comments**.**

Adjournment
There was no further business before the Executive and Finance Committee. The meeting adjourned at 11:41.

Minutes prepared by:

Hilarie King

Hilarie King, Board Liaison

Minutes approved by:

DocuSigned by:
Adam Mohammadbhoy
96637CBD29E4494...

Adam Mohammadbhoy, Esq., Chair