Early Learning Coalition of Manatee County, Inc.
Board of Directors Meeting:
March 17th, 2021

The Early Learning Coalition of Manatee County, Inc. held a Board of Directors Meeting on March 17th, 2021, at 11:00 am at 600 8th Avenue West, Palmetto, Florida, 34221.

Board Members Present

Mr. Adam Mohammadbhoy, Chair (Zoom)
Ms. Kathy Patreka (Zoom)
Mr. Robert Bell (Zoom)
Dr. Carla McGill (Zoom)
Chief. Michael Rampino (Zoom)
Ms. Christina Riggio (Zoom)
Dr. Michael Mackie (Zoom)
Rev. Dr. Robert Baker (Zoom)
Mr. Bryan Rench (Zoom)
Mr. James Disbro (Zoom)
Mr. Doug Hall (Zoom)
Ms. Jennifer Passmore (Zoom)
Ms. Karen Carpenter (Zoom)
Mr. Zack Kallis (Zoom)
Ms. Lupita Wells (Zoom)
Mr. Andrew Minor (Zoom)
Ms. Caroline Halfacre (Zoom)

ELC Staff Present

Mr. Paul Sharff (Zoom)
Ms. Karen Holman (Zoom)
Mr. Darrell King (Zoom)
Ms. Sharon Oakes (Zoom)
Ms. Hilarie King (Zoom)

These minutes summarize the discussion and action items of the Early Learning Coalition of Manatee County Board of Directors meeting on March 17th, 2021.

Welcome and Roll Call

Mr. Adam Mohammadbhoy, Chair, called the meeting to order at 11:08 am.
Mr. Paul Sharff conducted a roll call and determined a quorum was present.

Citizens Comments

There were no Citizens Comments.

FINANCE & AUDIT COMMITTEE

Mr. Robert Bell, Finance Chair
Ms. Karen Carpenter, Audit Chair
Chief Financial Officer Ms. Karen Holman

Ms. Carpenter reported that Moss Krusick Accounting Firm had no findings for the Early Learning Coalition of Manatee County.
Ms. Holman confirmed that Moss Krusick Accounting Firm had no findings for the ELC or The from Cradle to College Foundation. The next audit will begin in June of 2021.

Upon a motion duly made by Ms. Riggio and seconded by Ms. Carpenter, the Finance & Audit Committee Reports were unanimously approved as presented.

GOVERNANCE COMMITTEE
Ms. Christina Riggio, Chair
Chief Operations Officer, Ms. Sharon Oakes

Ms. Riggio informed the Board that the Governance Committee had accepted the resignation of Board Member Diana Neeves.
Ms. Riggio recommended that Ms. Chantel Porte be appointed to the Board as Department of Children and Families Designee.
Ms. Riggio recommended the approval of the company car lease as previously approved at an amount of $750.
Ms. Oakes recommended the approval of increasing the Provider mini-grants and explained the Provider rate increases as per OEL's guidelines.

CEO REPORT
Chief Executive Officer, Mr. Paul Sharff
Chief Communications Officer, Mr. Darrell King
Chief Operations Officer, Ms. Sharon Oakes

Mr. Sharff updated the Board on anticipated State and Federal Legislation and Office of Early Learning changes.
Mr. Sharff informed the Board that Manatee County COVID CARES grant reimbursement is not fully refunded and not finalized but should be resolved in the coming weeks as staff work with the County to resolve issues.
Mr. King gave a positive update on the direction of Nextgen's post-COVID projection and plans for the rest of the year.
Ms. Oakes gave an update on shared services with Sarasota ELC and stated that Shared Services had been affected by COVID but would hopefully restart later in the year.
Mr. King informed the Board about the upcoming Leadership Prayer Breakfast honoring our first responders on October 28th, 2021, at the Bradenton Convention Center and expressed hope there would be significant numbers in attendance. The 10th Annual Golf tournament will also take place at IMG Golf Club on December 10th, 2021.

Items for Approval Consent Agenda

1) Approval of Financial Reports.
2) Approval of Diana Neeves resignation.
3) Approval of Department of Children and Families Designee Chantel Porte.
4) Approval of Provider Mini-Grant increase.
5) Approval of Provider rate increase.
6) Approval of Company Car tri-year lease as previously approved and authorization for CEO to execute.

Upon a motion duly made by Ms. Riggio and seconded by Ms. Carpenter, the Consent Agenda items were unanimously approved as presented.

Items for Approval Non-Consent Agenda

1) Approval of FY 6.30.2020 Audit Report

Upon a motion duly made by Ms. Passmore and seconded by Mr. Scott, the Non-Consent Agenda item, approval of the Audit Report was approved as presented.

Approval of Board of Directors Meeting Minutes of December 9th, 2020

Upon a motion duly made by Mr. Bell and seconded by Mr. Disbro, the Minutes for the Board of Directors Meeting of December 9th, 2020, was unanimously approved as presented.

Old Business
None

New Business
None

Public Comments
There were no comments from the public.

Adjournment

There being no further business to come before the Board, Mr. Adam Mohammadbhoy, Chair, moved to adjourn the ELC Board of Directors Meeting. Accordingly, the meeting adjourned at 11:42 am.

Minutes prepared by:

Hilarie King, Board Liaison

Minutes approved by:

Adam Mohammadbhoy, Esq., Chair