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Early Learning Coalition of Manatee County, Inc.
Executive and Finance Meeting
Of
March 9, 2022

The Early Learning Coalition of Manatee County, Inc. held an Executive and Finance Meeting on March 9, 2022, at 11:00 am at 600 8th Avenue West, Palmetto, Florida.

Committee Members Present

Ms. Jennifer Passmore
Ms. Christina Riggio – Garraffa
Mr. Robert Bell
Mr. Adam Mohammadbhoy
Mr. Andrew Minor
Mr. Tim Pye
Ms. Rachel Kendzior

Committee Members Excused

Ms. Karen Carpenter
Mr. Bryan Wrench
Dr. Robin Thompson

ELC Executive Staff Present

Mr. Darrell King
Ms. Karen Holman
Ms. Kerry Gaylord
Ms. Hilarie King
Ms. Gabriella Macias

These minutes summarize the discussion and action items of the Early Learning Coalition of Manatee County Board of Directors meeting on March 9, 2022.

Welcome and Roll Call

Mr. Robert Bell, Finance Chair, called the meeting to order at 11:03 am.
Mr. Darrell King, the Interim CEO, conducted a roll call and determined a quorum was present.

Citizen Comments

There were no Citizen's Comments

Finance Committee Report

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

Ms. Holman gave a Budget to Actual Report for July 1. 2020 – June 30, 2021. Ms. Holman also gave a Statement of Activities from July 1- to June 30. Ms. Holman reported that the coalition

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budget was right on track financially. Ms. Holman reported that the coalition percentages were ideal.

Governance Committee Report

Ms. Christina Riggio, Governance Chair

Interim Chief Operations Officer, Ms. Kerry Gaylord

Ms. Riggio reported that the following board members had sent in their letters of resignation: Ms. Wells, Dr. Chatham, and Mr. Tabicman. The agency is still within State requirements with twenty-four current board members.

Ms. Gaylord updated the committees on new grant applications, ELC policy changes, and changes in the employee handbook relating to new FMLA procedures.

Interim Chief Executive Officer Report

Interim Chief Executive Officer, Mr. Darrell King

Interim Chief Operations Officer, Ms. Kerry Gaylord

Mr. King informed the committee that ELC had received $10m in American Rescue Plan dollars, in grants for Providers. Mr. King reported that if Governor DeSantis signs the 22/23 State budget, the coalition should receive an extra $2.5m for VPK next year and approximately $2.7m for increased School Readiness funding.

Mr. King reported that the State acknowledged the need for early education teachers. A Workforce Initiative budget has been submitted for almost $600,000 to try and promote jobs in our local early childhood centers.

Ms. Gaylord informed the board that United Way and CSAB grants had been submitted, and at the next meeting, we would have an update on approvals.

Mr. King updated the committee on the continued efforts to attain Manatee County Local Licensing and continued meetings with County officials.

Mr. King asked the committee to support the ELC's and GAF's Stand Up for Children's Day event on June 1, 2022, at the Bradenton Convention Center.

Mr. King informed the committee about our auditors' endorsement that the ELC releases the From Cradle to College Foundation as a direct-support organization. A financial reconciliation had taken place, and the outcome would be ELC receiving around $90,000 from the previous fundraiser in line with IRS regulations. Mr. King explained to the committee why a by-law change to state the agency supported children birth to school age instead of birth to 12 would allow ELC if it chose to support agencies out work with children just birth to 12 and allow money to be given the FCTCF to purchase scholarships for Early Education teachers in the future.

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Items for Approval Consent Agenda

1) *Board Resignations- Ms. Wells, Dr. Chatham, Mr. Tabicman.*
2) *Agency Policies Update.*
3) *Employee Handbook Update- FMLA*

Upon motion duly made by Ms. Jennifer Passmore and seconded by Ms. Christina Riggio, the Executive and Finance Committee unanimously approved the Consent Agenda.

Items for Approval Non-Consent Agenda

1) *Approval of Statement of Activities July 1, 2021 – December 31, 2021.*

Upon motion duly made by Ms. Jennifer Passmore and seconded by Ms. Christina Riggio, the Executive and Finance Committee unanimously approved the Statement of Activities July 1, 2021 – December 31, 2021.

2) *Approval of Budget to Actual Report July 1, 2021 – December 31, 2021.*

Upon motion duly made by Ms. Christina Riggio and seconded by Ms. Jennifer Passmore, the Executive and Finance Committee unanimously approved the Budget to Actual Report from July 1, 2021 – to December 31, 2021.

Approval of the Executive and Finance Committee Minutes of December 1, 2021
Upon motion duly made by Mr. Gary Scott and seconded by Ms. Annette Larkin, the Board of Directors unanimously approved the Board of Directors Meeting Minutes on December 15, 2021.

Old Business
None

New Business
Mr. Robert Bell, Finance Chair
Interim Chief Executive Officer, Mr. Darrell King Compensation Report.
To approve the Compensation Committee's recommendation to raise the Interim Chief Executive Officer Mr. Darrell King's salary to $150,000 annually, retroactive to the January 14th date of employment.
Upon motion duly made by Mr. Andrew Minor and seconded by Mr. Rob Bell, the Executive and Finance Committee unanimously approved to support the Compensation Committee's recommendation for Mr. King.

Public Comments

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There were no public comments**.**

Adjournment

There was no further business before the Executive and Finance Committee. The meeting adjourned at 11:31.

Minutes prepared by:

Hilarie King, Board Liaison

Minutes approved by:

DocuSigned by:
Adam Mohammadbhoy
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Adam Mohammadbhoy, Esq., Chair