

Early Learning Coalition of Manatee County, Inc.
Executive Committee & Finance Committee Meeting
June 3, 2026

*The Early Learning Coalition of Manatee County, Inc. held an Executive and Finance Committee **Meeting via Zoom** on June 3, 2026, at 11:00 a.m. at 600 8th Avenue West, Palmetto, Florida.*

Committee Members Present

Robert Bell
Christina Riggio
Gary Scott
Jennifer Passmore
Tim Pye

Committee Members Excused

Adam Mohammadbhoy
Rachel Kendzior

ELC Staff Present

Darrell King, CEO
Kerry Gaylord, COO
Gabriela Macías, CFO
Maria Esparza, BOD Liaison

These minutes summarize the Early Learning Coalition of Manatee County Executive Committee & Finance Committee meeting on June 3, 2026.

Welcome and Roll Call

Robert Bell, Finance Committee Chair.
Darrell King, CEO, conducted a roll call; a quorum was present.
The meeting was called to order at 11:02am.

Citizen Comments

There were no citizen comments.

Financial Committee, Report

Robert Bell, Chair

Gabriela Macías, CFO

Ms. Macias's updates were as follows.

- Budget to Actual Report July 1, 2025 – March 31, 2026.
Ms. Macias reviewed the Budget-to-Actual Report and reported that the ELC is on track overall. Items exceeding 75% of budgeted revenues were primarily related to the OEL Disaster Relief Grant and the Bishop Parker Foundation Grant.

The OEL Disaster Relief funding from Hurricane Ian reflects higher revenues during the first half of the fiscal year due to the grant's cost-reimbursement structure. The Bishop Parker Foundation Grant supports the Spot On program, and grant revenue is received at the beginning of the fiscal year.

Ms. Macias reviewed year-to-date expenditures and noted that amounts exceeding 75% of budget were primarily attributable to hurricane relief funds being utilized for provider training and quality improvement initiatives for providers.

- Statement of Activities July 1, 2025 – March 31, 2026.
 - Ms. Macias reviewed and presented the statement activities, indicating this report shows all the activity per grant. She also updated OEL's dashboard as of the latest closed month-end.
 - SR Direct Services:
 - Required 78% - ELCMC 79.6%
 - Administration:
 - VPK required: 5% - ELCMC 4.3%
 - SR required: 5% - ELMC 4.3%
 - MTCY – On track – Please note this grant runs from October 01 to September 30 and is based on even spending amounts rather than cost reimbursement.
- Draft Budget FY 26/27 Board Approval.
 - Ms. Macias presented the draft budget for Fiscal Year 2026/2027, which is similar to the current budget. She noted a decrease in the SR budget, as the Governor has not yet signed the final funding figures. Ms. Macias stated that the budget will be updated once the final figures are received.
- Approval of ELC staff 403(B) contribution for FY 25/26 - \$150,000.
 - The estimated total retirement expenditure is \$150,000, based on all earnings earned by employees who are active as of June 30, 2026. Approval is being sought for the \$150,000 allocation for the 403(b)-retirement benefit for ELC employees, as the budget allows for this expenditure.

Agreements and Procurement Report, Mrs. Kerry Gaylord, COO

Mrs. Gaylord provided the report:

- Procurement:
 - Spot On – Contract from 7/1/26-6/30/27 – Contract amount \$100,000. Partner therapy continuation for Spot-On program.
 - Learning Beyond the Bell – Contract from 7/1/26-8/31/27 – \$100,000. This contract will implement a new afterschool curriculum for providers.
 - Straighterline – Contract from 7/1/26-12/31/26 - \$60,000. For a new professional development program through the end of the calendar year.
 - FL Early Learning Corps – Contract from 7/1/26-6/30/27 – Contract amount \$80,000. For continuation of our early learning tutoring program.
- Amendments:
 - Gardner Media – Increases the total amount to \$995,000 and the third-year amount to \$220,000.

Chief Executive Officer Report, Mr. Darrell King

- New Board Liaison.
 - Mr. King announced the appointment of Maria Esparza as the new Board Liaison.
- State Funding 26/27.
 - Mr. King reported that the School Readiness budget for the upcoming fiscal year has been reduced by \$900,000, but that should be made up in revert and reappropriate of this year's unspent SR funds. He also shared that the Voluntary Prekindergarten (VPK) budget will increase to \$8.4 million.
- Manatee County CSAB grants.
 - The Manatee County CSAB grants will run from October 1, 2026 through September 30, 2027. CSAB allocated ELC of Manatee a total of \$3,394,780 in funding for Fiscal Year 2026/2027, representing an increase of approximately \$130,000 from the previous fiscal year. The grants will support the Subsidy and Match, CATCH, Sleep Baby Safely (SBS) and Nemours programs.
- Bishop Parker Foundation.
 - ELCMC has been awarded a grant in the amount of \$150,000. The funds will be used to support the Spot-On program.
- Bradenton Kiwanis.
 - ELCMC has been awarded an \$18,000 Reading Pals grant for FY 2025/2026. The program will serve approximately 150 VPK students and involve 100 volunteers.
- VPK Calendar Project.
 - The VPK Calendar Project has been ongoing for nine years. Currently, 23 coalitions participate, collectively purchasing approximately 100,000 bilingual calendars.
- Nextgen Review.
 - NextGen has been in operation for 12 years. The revenue for NextGen has declined over time, decreasing from approximately \$250,000 to \$100,000. Mr. King shared that a new approach is currently being developed.
- Palmetto Building.
 - The City of Palmetto is no longer pursuing the purchase of the building. Instead, the city is considering constructing a new facility near the Palmetto Police Department. He also noted that Manatee ELC currently has seven years remaining in its lease agreement for the building.
- DCF Board Position.
 - Mr. King shared that Kristin Gallagher is the new DCF board position replacing Eljida Mujic. Ms. Gallagher works with the Department of Children and Families (DCF) and currently serves on the Sarasota Early Learning Coalition (ELC) Board.

- AELC Chair Appointment.
 - Mr. King announced that he has been appointed Chair of AELC effective July 1, 2026.
- Stand For Children Gala 5.30.2026.
 - Mr. King reported that the Stand for Children Gala held on May 30, 2026, was a great success and a well-attended event. The Gala generated approximately \$50,000 in profit and provided positive public relations opportunities for the organization. Mr. King noted that a new venue may be considered for hosting future Gala events.

Items for Approval Consent.

1. Spot-On
2. Learning Beyond the Bell
3. Straighterline
4. FL Early Learning Corps
5. Gardner Media

Upon motion, made by Mr. Scott and seconded by Ms. Riggio, the Executive and Finance Committee, unanimously approved the items for approval on the Consent Agenda.

Items for Approval Non-Consent Agenda

1. Budget to Actual Report July 1, 2025 – March 31, 2026.

Upon motion, made by Ms. Riggio and seconded by Mr. Scott, the Executive and Finance Committee unanimously approved the Budget to Actual Report July 1, 2025 – March 31, 2026.

2. Statement of Activities July 1, 2025 – March 31, 2026.

Upon motion, made by Mr. Scott and seconded by Ms. Passmore, the Executive and Finance Committee unanimously approved the Statement of Activities July 1, 2025 – March 31, 2026.

3. Draft Budget FY 26/27.

Upon motion, made by Ms. Passmore and seconded by Ms. Riggio, the Executive and Finance Committee unanimously approved the Draft Budget for FY 26/27.

4. 403B Contributions

Upon motion, made by Ms. Passmore and seconded by Ms. Riggio, the Executive and Finance Committee unanimously approved the 403B contributions.

Approval of the Executive and Finance Committee Meeting Minutes of March 4, 2026.

Upon a motion made by Ms. Passmore and seconded by Mr. Pye, the Executive and Finance Committee unanimously approved the minutes of the March 4, 2026, meeting.

Old Business

None

New Business

CEO annual review and 26/27 contract. Mr. Bell asked ELC staff to leave the call for the committee to discuss the CEO's performance, goals contract for FY 26/27, and also staff performance metrics and targets. Following discussion and upon motion made by Mr. Pye and seconded by Ms. Passmore, the committee unanimously approved the CEO's new contract. Following further discussion and upon a motion made by Ms. Riggio and seconded by Ms. Passmore, the committee unanimously approved a

performance payment for the CEO, and performance payments for ELC staff awarded at the CEO's discretion based on annual evaluations and goals.

Public Comments

There were no public comments.

Adjournment

There was no further business for the Executive & Finance Committee. The meeting was adjourned at 12:04pm.

Minutes prepared by:

Minutes approved by:

 9/16/26
Maria Esparza, Board Liaison Date

 9/16/26
Robert Bell, Finance Chair Date