

Early Learning Coalition of Manatee County, Inc.

Board of Directors Meeting

December 17, 2025

*The Early Learning Coalition of Manatee County, Inc. held a Board of Directors **Meeting in person at the ELC as well as via Zoom** on December 17, 2025, at 11:00 a.m. at 600 8th Avenue West, Palmetto, Florida.*

BOD Members Present at ELC

Ana Peele
Gary Scott
Robert Bell
Sirrnest Webster
Xtavia Bailey

Board Members Present via Zoom

Annette Larkin
Bryan Rench
Christina Riggio
Denise Marzullo
Jennifer Passmore
Kathy Patreka
Leslie Wells
Misty Ritch
Nicole Kammer
Sheila Halpin
Tim Pye

BOD Members Excused

Adam Mohammadbhoy
Chantal Porte
Elida Mujic
James Disbro
Michael Mackie
Peggy Sammons
Rachel Kendzior
Zack Kallis

ELC Staff Present

Darrell King, CEO
Kerry Gaylord, COO
Gabriela Macias, CFO
Hilarie King, BOD liaison

These minutes summarize the Early Learning Coalition of Manatee County Board of Directors meeting on December 17, 2025.

Welcome and Roll Call

Adam Mohammadbhoy, Chair, was excused.

Darrell King, CEO, conducted a roll call; a quorum was present.

The meeting was called to order at 11:02.

Citizen Comments

There were no citizen comments.

Financial Committee, Report

Robert Bell, Chair

Gabriela Macias, CFO

Ms. Macias's updates were as follows:

- Budget to Actual Report July 1, 2025 – September 30, 2025.
 - The Budget to Actual Report reflects a slight increase in expenditures attributable to a federally funded hurricane relief grant supporting professional development and training that was not included in the original budget.
- Statement of Activities July 1, 2025 – September 30, 2025.
 - SR Direct Services:
 - Required 78% - ELCMC 80.8%
 - Administration:
 - VPK required: 5% - ELCMC 5%
 - SR required: 5% - 4.22%
- State Dashboard with Percentages.
 - At the request of the Finance Chair, following the December 3, 2025, Executive and Finance Committee meeting, Ms. Macias added a state dashboard with percentage data to the Finance Committee Report, which was included in the meeting packet for the December 17, 2025, Board of Directors meeting.

Contracts Report.

Kerry Gaylord, COO

Ms. Gaylord provided the following contract report:

- Highlights Early Learning Contract.
 - The Board has been requested to approve a one-year contract, not to exceed \$300,000, for the purchase of books, curriculum, training materials, and customized magazines from Highlights. A significant portion of this expenditure will be funded by the second hurricane relief grant payment due in August 2026.

Chief Executive Officer Report, Mr. Darrell King

- Board Meeting Schedule 2026.
 - The 2026 Board Schedule has been finalized. The only modifications were updates to the scheduled Governance Committee meetings.
- State Funding Update.
 - The session runs from January 13 through March. State coalitions are closely monitoring School Readiness funding and collaborating to proactively address potential challenges.

- CSAB Programs.
 - All four CSAB-funded programs have been operational and performing well since the start of the County fiscal year on October 1. The ELC and CSAB continue to work closely to monitor potential impacts of the Governor's proposed property tax policies, as CSAB programs are funded through millage.
- Hurricane Grants.
 - The Coalition has been awarded \$217,000 in federal relief funding related to Hurricane Ian, with a second payment of approximately \$190,000 anticipated in August 2026. The initial tranche has been expended on supporting providers in the development of Continuation of Operations Plans, with additional initiatives focused on mental health and resiliency planned for the Coalition's annual conference at MTC in February.
- Tandem Substitute Teachers pilot.
 - Tandem is an application designed to assist child care providers in hiring substitute teachers. The Coalition surveyed all contracted providers to gauge interest in participating in a Tandem pilot program, and 70% of respondents indicated their support. While Tandem is widely utilized in other states, only one other Early Learning Coalition in Florida currently employs the platform. By subsidizing program fees for a six-month pilot, running from January through June, ELCMC aims to address workforce challenges while evaluating the program's potential for permanent implementation.
- Impact 100 Grant-Reading PALS.
 - Impact100 SRQ brings together women who each contribute \$1,000 to collectively fund grants of \$100,000 or more to nonprofits making a difference in Sarasota and Manatee Counties. Grants support the Arts, Education, Environment, Family, and Health & Wellness. The Early Learning Coalition has been selected as a finalist for a \$108,000 grant to expand the Reading PALS program to three-year-olds. The award recipients will be announced on January 20, 2026.
- 14th Annual Golf Tournament 11.21.2025.
 - The Early Learning Coalition's 14th annual golf tournament included 26 teams and successfully raised over \$90,000 to support its programs and initiatives.
- Stand For Children Gala 5.30.2026.
 - The 2026 Stand For Children Gala will be held at the IMG Golf Club on May 30, 2026. The Coalition is pleased to honor the Cox Family on the extraordinary occasion of their 100th anniversary and in recognition of their steadfast dedication to the children of Manatee County.
- MCF Non-Profit Agency Funds.
 - Leveraging its investment management through Northern Trust and its partnerships with numerous nonprofits across Manatee County, the Manatee Community Foundation represents a strategically sound opportunity for the Early Learning Coalition to achieve returns on undesignated funds. The ELC requests the Board's support to pursue this investment opportunity and seeks a vote to authorize the establishment of a fund at today's meeting.

Items for Approval Consent.

1. Highlights Early Learning Contract.
2. Board Meeting Schedule 2026.

Upon motion made by Mr. Scott and seconded by Ms. Larkin, the Board of Directors unanimously approved the items on the Consent Agenda.

Items for Approval Non-Consent Agenda

- Budget to Actual Report July 1, 2025 – September 30, 2025.

Upon motion, made by Ms. Peele and seconded by Ms. Patreka, the Board of Directors unanimously approved the Budget to Actual Report July 1, 2025 – September 30, 2025.

- Statement of Activities July 1, 2025 – September 30, 2025.

Upon motion, made by Mr. Scott and seconded by Ms. Passmore, the Board of Directors unanimously approved the Statement of Activities July 1, 2025 – September 30, 2025.

- \$200,000 disbursement from non-operating account to open MCF agency fund.

Upon motion, made by Mr. Bell and seconded by Ms. Patreka, the Board of Directors unanimously approved the \$200,000 disbursement from the non-operating account to open the MCF agency fund.

Approval of the Board of Directors Meeting Minutes of September 17, 2025.

Upon a motion made by Mr. Bell and seconded by Ms. Kendzior, the Board of Directors unanimously approved the minutes of the September 17, 2025, meeting.

Old Business

None

Public Comments

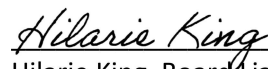
There were no public comments.

Adjournment

There was no further business before the ELC Board of Directors. The meeting was adjourned at 11:36.

Minutes prepared by:

Minutes approved by:


Hilarie King, Board Liaison


Robert Bell, Finance Committee Chair