

Early Learning Coalition of Manatee County, Inc.
Executive Committee & Finance Committee Meeting
December 3, 2025

The Early Learning Coalition of Manatee County, Inc. held an Executive and Finance Committee Meeting via Zoom on December 3, 2025, at 11:00 a.m. at 600 8th Avenue West, Palmetto, Florida.

Committee Members Present

Adam Mohammadbhoy
Bryan Rench
Gary Scott
Jennifer Passmore
Rachel Kendzior
Robert Bell
Tim Pye

Committee Members Excused

Christina Riggio
Leslie Wells

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 Executive Committee & Finance Committee meeting on December 3, 2025.

Welcome and Roll Call

Adam Mohammadbhoy, Chair.
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 expenditure related to a Federal hurricane relief grant supporting professional development and training that was not in the initial 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%

Contracts Report.

Kerry Gaylord, COO

Ms. Gaylord provided the following contract report:

- Highlights Early Learning Contract.
 - The Board were asked to approved a one-year contract up to \$300,000 to purchase books, curriculum, training materials and customized magazines from Highlights. A large part of this expenditure will be allocated to the second hurricane relief grant payment that is 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 13th through March. State coalitions are closely monitoring School Readiness funding and collaborating to stay ahead of potential challenges.
- CSAB Programs.
 - All four CSAB funded programs are up and running and doing well since the start of the County fiscal year on October 1st. The ELC and CSAB are working closely to monitor the situation in relation to the Governor's policies on possibly removing property tax for Floridians as CSAB programs are funded through the millage.
- Hurricane Grants.
 - \$217,000 has been awarded to the Coalition from a Federal relief grant tied back to Hurricane Ian. A second payment of just over \$190,000 is expected in August 2026. The first tranche has already been spent on helping Providers develop Continuation of Operations Plans in the event of a natural disaster, with further initiatives designed to help with mental health and resiliency planned for the Coalition annual conference at MTC in February.
- Tandem Substitute Teachers pilot.
 - Tandem is an app that helps child care providers hire substitute teachers. The Coalition surveyed all contracted providers regarding interest in the Tandem pilot program, and 70% of respondents expressed interest. While Tandem is widely used in other states, it is only being used by one other ELC in Florida, and the hope is with ELCMC subsidizing the fees in a six-month pilot from Jan to June it will help with workforce issues and allow time to see if the program should be implemented permanently.
- Impact 100 Grant-Reading PALS.
 - Impact100 SRQ brings together women who each donate \$1,000 to fund grants of \$100,000+ to nonprofits in Sarasota and Manatee Counties. Grants focus on the Arts, Education, Environment, Family, and health and wellness. The ELC is a finalist for a

\$108,000 grant to expand Reading PALS to three-year-olds; awards will be announced on January 20, 2026.

- MCF Non-Profit Agency Funds.
 - Through its investments being held with Northern Trust and collaboration with numerous nonprofits across Manatee County, the Manatee Community Foundation fund represents a strong investment opportunity for the Early Learning Coalition to gain a return on undesignated funds, and the Board will be asked to approved opening a fund at the next full meeting.
- 14th Annual Golf Tournament 11.21.2025.
 - The ELC's 14th golf tournament featured 26 teams and 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 30th, 2026. The Coalition will honor the Cox Family on the occasion of their 100th anniversary and their dedication to the children of Manatee County.

Items for Approval Consent.

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

Upon motion, made by Ms. Passmore and seconded by Mr. Scott, the Executive and Finance Committee, unanimously approved the items for approval 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. Passmore and seconded by Mr. Kendzior, the Executive and Finance Committee 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 Ms. Kendzior and seconded by Ms. Passmore, the Executive and Finance Committee unanimously approved the Statement of Activities July 1, 2025 – September 30, 2025.

Approval of the Executive and Finance Committee Meeting Minutes of September 3, 2025.

Upon a motion made by Mr. Bell and seconded by Ms. Kendzior, the Executive and Finance Committee unanimously approved the minutes of the September 3, 2025, meeting.

Old Business

None

New Business

- Through the Manatee Community Foundation's partnership with Northern Trust and its collaboration with numerous local nonprofits, this fund presents a compelling opportunity to generate returns to support the Early Learning Coalition. Mr. King asked the Executive and Finance Committees to approve moving forward so it can be presented for a full board vote.

Upon a motion made by Mr. Bell and seconded by Ms. Passmore, the Executive and Finance Committee unanimously approved the MCF Non-Profit Agency Funds.


Public Comments

There were no public comments.

Adjournment

There was no further business before the Executive & Finance Committee. The meeting was adjourned at 11:46.

Minutes prepared by:



Hilarie King, Board Liaison

Minutes approved by:



Robert Bell, Finance Committee Chair