

Early Learning Coalition of Manatee County, Inc.
Executive Committee & Finance Committee Meeting
May 28, 2025

The Early Learning Coalition of Manatee County, Inc. held an Executive and Finance Committee Meeting via Zoom on May 28, 2025, at 11:00 a.m. at 600 8th Avenue West, Palmetto, Florida.

Committee Members Present

Christina Riggio
Gary Scott
Jennifer Passmore
Robert Bell
Tim Pye

Committee Members Excused

Adam Mohammadbhoj
Bryan Rench
Leslie Wells
Rachel Kendzior

ELC Staff Present

Darrell King, CEO
Kerry Gaylord, COO
Hilarie King, BOD liaison

These minutes summarize the discussion and action items of the Early Learning Coalition of Manatee County Executive Committee & Finance Committee meeting on May 28, 2025.

Welcome and Roll Call

Adam Mohammadbhoj, Chair, was excused.
Darrell King, CEO, conducted an attendance check to confirm a quorum.
The meeting was called to order at 11:04.

Citizen Comments

There were no citizen comments.

Financial Committee, Report

Robert Bell, Chair
Darrell King, CEO

Budget to Actual Report for July 1, 2024 – March 31, 2025

- Ms. Macias is on maternity leave, and Mr. King gave the Finance reports at the request of Mr. Bell. All percentages are on track to spend out State Funding and other grants, and Mr. King praised the Finance team for their diligent work in executing the many revenue streams that come into the agency.

Statements of Activities Report July 1, 2024 – March 31, 2025

- Advertising and shared services revenues are ahead of expectations. Third quarter Outreach is over due to increased advertising VPK, but that will level out in the final quarter. Other expenses are showing as high due to deposits for the Gala. The United Way is below budget, as a slightly smaller amount was awarded to ELC than had been projected.

Budget FY 24/25 for Board Approval

- Due to ongoing legislative issues, a preliminary 25/26 budget was not available. Mr. King asked the committee to approve a revised 24/25 budget, which included \$700,000 in new School Readiness funding allocated by DEL to ELC Mantee. The new budget for 24/25 is just over \$35m.

Approval of ELC staff 403(B) contribution for FY 24/25

- Mr. King asked the committee to approve up to \$155,000 in ELC staff contributions for the annual 403 (B) payment to staff. This sum is in the budget and is a fantastic benefit for employees who deeply appreciate the Board's support.

Policies and Procurement Report

Kerry Gaylord, COO

Policies

- Per DEL, the 2025 – 2026 Anti-Fraud Plan has been updated and submitted before the June deadline.

Procurement

- ELC conducted an RFP process for NEXTGEN Magazine and the VPK calendar project. PCI in Ellenton was the only printing company that submitted a proposal. Mr. King asked the committee to approve a three-year contract for PCI to print the magazine and calendars. He commented on a relationship with PCI that spans back over 10 years on these projects and how professional they have been to work with.

Board Updates

Mr. King, CEO

- Legislation gridlocked on the 25.26 budget. This is the first time since 1992. Legislation will be reconvened on June 9; it is unclear what the School Readiness funding will be for next year.
- The Children's Services Advisory Board granted the ELC \$3.3 million for four programs starting October 1, 2025. Sleep Baby Safely received an increase of \$70,000 and has been doing exceptionally well for just a year. Mr. King pointed out that local support had never been more vital, given the issues in Tallahassee with next year's State funding.
- ELC is waiting to hear on a \$3m grant application submitted to Manatee County, which received over \$252m in Federal grants after last year's hurricane. If approved, the money would prioritize supporting child care providers in low-income areas in line with HUD guidelines.

- A grant application for literacy programs was submitted to United Way. The request was for \$225,000, with \$75,000 allocated over the next three years.
- The Bradenton Rotary Foundation awarded the Spot On Program a \$10,000 grant.
- The Bishop Foundation awarded the ELC \$50,000 for Spot On for the third year.
- VPK Calendars are projected to raise significant revenues, with 21 Coalitions participating across the State. The new partnership with Highlights Early Learning, which will sponsor the VPK calendars with a \$25,000 donation in exchange for eight pages in the middle of the calendars, has been exceptionally well received.
- The College Designee Board, previously filled by Kristina DeWitt, has become vacant due to Ms. DeWitt's new job. SCF President Mr. Tommy Gregory has been contacted to fill the vacant position.
- The AELC has voted Mr. King for a second term as chair of the medium-sized coalitions in Florida.
- Over 225 people are expected to attend the Stand for Children Gala on May 31. Mr. King thanked the board members for their support with sponsorships and table purchases.

Items for Approval Consent Agenda

- 2025 – 2026 Anti-Fraud.
- PCI Contract.

Upon motion, made by Ms. Passmore 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

- Budget to Actual Report July 1, 2024 – March 31, 2025.

Upon a motion duly made by Ms. Riggio and seconded by Ms. Passmore, the Executive and Finance Committee approved the Budget to Actual Report for July 1, 2024 – March 31, 2025.

- Statement of Activities July 1, 2024 – March 31, 2025.

Upon motion duly made by Mr. Bell and seconded by Ms. Passmore, the Executive and Finance Committee unanimously approved the Statement of Activities for July 1, 2024 – March 31, 2025.

- Revised Budget FY24/25

Upon motion duly made by Mr. Scott and seconded by Ms. Passmore, the Executive and Finance Committee unanimously approved the Revised Budget FY 24/25.

Approval of the Executive and Finance Committee Meeting Minutes of March 5, 2025.

Upon a motion made by Ms. Riggio and seconded by Mr. Scott, the Executive and Finance Committee unanimously approved the minutes of the March 5, 2025, meeting.

Old Business

None

New Business

None

Public Comments

There were no public comments.

Adjournment

There was no further business before the Executive & Finance Committee. The meeting adjourned at 11:39.

Minutes prepared by:


Hilarie King, Board Liaison

Minutes approved by:


Robert Bell, Finance Committee Chair