



BOARD OF DIRECTOR'S MEETING MINUTES

Meeting: Early Learning Coalition of Pasco and Hernando Counties, Inc.
Board of Directors Meeting

Day/Date/Time: Thursday, September 25, 2008 – 8:30 a.m.

Location: Office of The Early Learning Coalition
15506 County Line Road
Spring Hill, FL 34610

Board of Director Members Present: Joe Mascaro, Carol Eurton to represent Curt Bromund, Dave Meglay, Denise Gill, Jean Rags, Dr. Steve Kanakis, Steve Davis, Lisa Hammond, Lydia Pinkowski, Jim Cook, Sister Roberta Bailey, Patricia Wisman, Judy Doyle to represent Mary Beth Wehnes, Susan Arnett, Nicole Miller

Board of Director Members Excused: Dr. Burt Harres, Sonya Jackson, Elizabeth Callaghan, Beth Rawls

Coalition Staff Present: Jim Farrelly, Angela Westmoreland, Betsy Kier, Maryrose Wersan, Pattie Eacobacci, Ljuba Sevic, LuAnn LaCava, Debbie Thomas, Connie Porter, Marie Grace, Shannon Dewey, Nicole Flechas, Anne McHugh, Jack Karuso, Nicole Flechas

Guests Present: Tom Scheffey, Jack Hamilton

I. Welcome and Call to Order

Vice President, Mr. Jim Cook, called the meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board to order at approximately 8:30 a.m. A quorum was present.

II. Action Items

- **Adoption of Agenda**

Mr. Cook asked that the agenda be reviewed for adoption. Board Member, Dr. Steve Kanakis moved to adopt the agenda, Board Member, Ms. Jean Rags seconded the motion. The agenda was accepted as proposed. (**Action Item #0708-59**)

- **Approval of Minutes, August 28, 2008 Board Meeting**

Mr. Cook requested a motion to approve the August 28, 2008 minutes. Board Member, Susan Arnett noted two corrections needed on page three of the August minutes.

- 1) There was a typographical error regarding the figure of the Humana Grant which the Coalition has applied for. The correct amount is \$100,000.
- 2) The grant provider in regards to the grant received by CDS was the Pasco County Government.

Board Member, Ms. Jean Rags moved for approval as amended. Board Member, Ms. Nicole Miller seconded the motion; all were in favor with no abstentions and the motion carried. (**Action Item #0708-60**)

- **Treasurer's Report**
Ms. Jean Rags

Monthly Statement of Financials – June 2008
Ms. Jean Rags, Coalition Treasurer/Board Member

Ms. Rags reviewed the Financials. Mr. Cook requested a motion for approval. Ms. Arnett moved to accept this motion, Board member, Mr. Dave Meglay seconded. All were in favor with no abstentions and the motion carried. (**Action Item #0708-61**)

Monthly Statement of Financials – July 2008
Ms. Jean Rags, Coalition Treasurer/Board Member

Ms. Rags reviewed the Financials. Mr. Cook requested a motion for approval. Ms. Rags moved to accept this motion, Board member, Mr. Dave Meglay seconded. All were in favor with no abstentions and the motion carried. (**Action Item #0708-62**)

- **Recommendation, Adoption of Revised 2008-2009 Quality Budget Dr. Steven Kanakis, Committee Chair**

The Quality Committee has reduced the budget without reducing services. Dr. Kanakis presented a revised summary of the Quality Budget for 2008-2009 (attached). Dr. Kanakis requested a motion to approve the revised 2008-2009 Quality budget. Ms. Rags moved to approve the reduced budget. Mr. Meglay seconded the motion; all were in favor with no abstentions and the motion carried. (Action Item #0708-63)

- **Recommendation, Adoption of Revised 2008-2009 Coalition Budget (Action Item #0708-64)**

Mr. Farrelly confirmed that the reductions in the Coalition's proposed budget (attached) in response to the state 4% "holdback", comes to \$191,765 (School Readiness - \$165,371; Voluntary Prekindergarten - \$24,800; and Voluntary Prekindergarten Outreach and Awareness - \$1,594). Reduced funds come from the Administrative budgets and are not affecting providers. Ms. Rags moved for approval of the revised budget. Ms. Miller seconded the motion, all were in favor with no abstentions and the motion carried.

- **Recommendation, Renewal of Coalition Office Lease, 2008-2011 (Action Item #0708-65)**

Mr. Farrelly negotiated a three year lease renewal for Coalition offices which will save approximately \$35.00 per month. Mr. Farrelly explained this plan to the Board. The lease terms are \$72,832.80 annually. Ms. Arnett moved to approve the recommendation and Mr. Meglay seconded the motion; all were in favor with no abstentions and the motion carried.

III. Remarks from the Chair Ms. Lisa Hammond and Executive Committee Report

None at this time.

IV. Executive Director Report Mr. Jim Farrelly

In Ms. Hammond's absence, Ms. Rags delivered the Executive Committee Report. Mr. Farrelly was called upon to honor Ms. Mary Nagle of CDS. Ms. Nagle was presented with a plaque in honor of saving a child's life.

The Fiscal and Accounting Policy was presented to the Board for first reading. Fiscal Manager, Maryrose Wersan, informed the Board that this policy was created using data collected from five audits.

The Board was directed to the Budget Re-alignment policy, presented for second reading. Ms. Arnett moved to approve the Budget Re-alignment

Policy and Ms. Rags seconded the motion; all were in favor with no abstentions and the motion carried.

VI. Central Agency Utilization Report

Ms. Carol Eurton presented the Central Agency Utilization Report. Although the waitlist is currently closed, natural attrition is taking place and eventually the waiting list should be able to be reopened.

Mr. Farrelly recommended opening up 150 slots for Pasco and 125 for Hernando and then revisiting the subject at the next Board meeting. Ms. Rags moved for approval on this matter and Mr. Meglay seconded; all were in favor with no abstentions and the motion carried.

VII. New/Unfinished Business

None

BREAK

**VIII. Coalition Strategic Planning: Session 2
Dr. Marce Verzaro – O’Brien, Western Kentucky University**

The Board reviewed its identified top priorities for the coming years. Dr. Verzaro-O’Brien had requested that Board members circulate the room, where priorities were listed on poster board, and mark the most urgent priorities with red adhesive tags.

The issues viewed as being the most urgent priorities by the majority of the board, after substantial discussion, were as follows:

- Creation of a “foundation”
- Development of a Community Outreach Plan of Action
- Create incentive – based quality funding for Providers
- Investigate possibility of sponsorship of a Provider Rate Increase

As initiatives for 2009 through 2012, the board selected the following priorities:

- Establishment of a large and unrestricted financial base
- Development of an outcome and objectively – based, longitudinal study of children’s progress
- Develop a system for immediate name recognition for the Coalition
- Continually increase the number of children served
- Maintain and continuously improve the cadre of high quality child care providers, all of whom can comfortably be recommended to parents
- Maintain no waiting list due to available funding

IX. Adjournment

This meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board of Directors adjourned at approximately 11:15 a.m.

Respectfully Submitted by:
Angela Westmoreland
Administrative Assistant