



EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, January 18, 2017 at 8 a.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Dr. Steve Kanakis, Chair; Gus Guadagnino

Committee Members Present via Phone: Pat McHugh

Committee Members Excused: None

Coalition Staff Present: Jim Farrelly, Rachel Hardy, Jak Jakubauskas

Others Present: Eric Fontana, Fontana CPAs

I. Call to Order – Dr. Steve Kanakis, Chair

Dr. Kanakis called the regularly scheduled Executive Committee meeting to order at 8:10 a.m., welcomed attendees and introductions were made.

II. Review/Adoption, Draft Minutes from December 21, 2016

Dr. Kanakis requested a motion to adopt the minutes from the December 21, 2016 Executive Committee meeting as presented; Mr. Guadagnino so moved and Mr. McHugh seconded the motion. All were in favor with no abstentions and the motion carried.

III. Presentation, A-133 Annual Audit - Mr. Eric Fontana, Fontana CPAs

Mr. Fontana distributed copies of the annual audit and explained it has been completed for fiscal year ending June 30, 2016. He stated there were a few audit adjustments made; however, there was nothing significant with no management letter comments. He briefly reviewed the audit with the Committee. He explained that a new ruling regarding match states that if the 6% requirement is met statewide, then all Coalitions will have met match.

The Committee agreed to have the audit presented to the full Board at the January Board meeting.

IV. Discussion, FY 2017-18 Budgeting Concepts from Board Leadership

Mr. Farrelly explained the new fiscal year begins on July 1, 2017 and some of the new items being considered include a document server, several computer replacements, more training opportunities for parents and providers during YOYC, a new Training Specialist position, updating the website to make it more mobile friendly, extending Sunshine Stars to VPK

providers, and the addition of an Event Coordinator position for YOYC events. He requested Committee members consider ideas for other items that could be added to the new budget. The first draft of the new FY 2017-18 budget will be brought to the April meeting.

Mr. Guadagnino suggested a joint venture between the Coalition, K-12 programs and colleges. Mr. McHugh inquired if there would be any consequences related to Sunshine Stars and VPK programs being evaluated in public school settings. He also remarked that the new additional positions would make an impact on administrative costs. Mr. Farrelly explained that funding for the training position would come from Direct Services and only the Event Coordinator would be an administrative expense.

The Committee briefly discussed a name change for the Sunshine Program for VPK providers. Mr. Guadagnino suggested “Sunshine Smiling Stars” to differentiate the two programs.

V. Update, Monthly Early Learning Meeting Initiative of Hernando School Superintendent

Mr. Farrelly explained the first meeting of the initiative was postponed by Dr. Romano and a new meeting date has been scheduled for February 24, 2017. Currently, the initiative consists of Mr. Guadagnino, Dr. Romano, Mr. Kurt Browning, Dr. Stan Giannet and Mr. Farrelly.

VI. Discussion, 2017 Conference Site

Mr. Farrelly explained the Coalition’s annual Early Learning Conference has been held at Bishop McLaughlin High School for over four (4) years and changes in administration there have resulted in increased costs. For the 2016 conference, the Coalition was charged \$3,600, but for the 2017 conference, the school has increased the charge to \$6,000 and an additional parking charge of \$3 per vehicle. This could result in additional costs of up to \$2,100. These new costs could reflect in a 12% increase in the ticket price which has been \$25.

Mr. Farrelly explained there are very few venues in the Pasco/Hernando area that can accommodate an event of this size that have auditorium seating of up to 1,000 and over 30 breakout rooms. He stated a possibility might be to offer the school \$8,000 to cover the cost of parking and still be able to offer providers free parking. Other possible sites are PHSC and River Ridge High School. Mr. Guadagnino inquired about doing a split session, but this would result in significant additional work for staff and an increased cost for speakers.

Mr. Farrelly stated negotiations would continue with Bishop McLaughlin including giving the school an opportunity to market the school during the conference.

VII. Update, School Readiness Waitlist

Mr. Farrelly reported that at the end of last week, 207 children were on the wait list. He explained that last year 58% of enrollees were mandated children and this year it is only 21%. A surplus of \$1.3 million is currently being projected. The waitlist will continue to be open for at least the next 60 days.

VIII. Public Input

Mr. Farrelly explained all the planning for Saturday's YOYC Kick-Off Event is going well. He distributed a copy of the agenda as well as a copy of the brochure and explained that YOYC bumper stickers and decals will also be presented to the attendees.

IX. Adjournment

Dr. Kanakis adjourned this meeting of the Executive Committee at 9:05 a.m. without further discussion.

Respectfully submitted by,

Jak Jakubauskas
Administrative Assistant I