

Summary for Board of Directors Meeting

Date/Time: July 19, 2023 – 8:30 A.M.

Location: ELCAC Training Room and via Zoom

Members Present: Brenda Brown (Zoom), George Dix (Zoom), Phyllis Marty (Zoom), Autumn Tomas (Zoom), Cheryl Twombly (Zoom), Michael Williams (Zoom)

Members Absent: Lisa Armour (Excused), Patrick Bizub (Excused), Laura Gillman, Donna Jones, Marsha Kiner,Carolynn Komanski, Candi Morris, Misty Smith, Dr. Patricia Snyder (Excused)

Staff Present: Jacki Hodges, Kelli Williams, Steve Harris

Guests Present: None

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
Call to Order	Board of Directors Meeting	Called to order by Cheryl Twombly at 8:37 AM.
Declaration of Conflict of Interest	None	
Approval of Agenda	Members reviewed the agenda.	No quorum.
Approval of Minutes	Members reviewed the board minutes of May 17 th minutes.	No quorum.
CEO's Report	<p>CEO Report – July 2023</p> <p>July 19, 2023</p> <p>As we begin our new 2023-2024 fiscal year, we are anticipating multiple changes within our Notice of Award (NOA). Mainly because the ARPA Stabilization grant will “sunset” on September 30, 2023. Additionally, we will no longer be able to use the remaining fund balance for the stabilization grant for services or administration as directed by the Division of Early Learning (DEL). The Discretionary ARPA grant of \$315M has been allocated to the Coalitions in the NOA. Alachua County received less than \$200k and the use of these dollars is very prescribed. The ARPA Discretionary dollars need to be spent by September 30, 2024 and will also “sunset” at that time unless otherwise carried forward by the direction of DEL. Any changes to this</p>	

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Financial Reports	<p>scenario will be updated at future board meetings.</p> <p>DEL is still working out how to allocate the \$77M non-recurring funding for direct services to Coalitions. We anticipate that our request for an additional \$2.1M will be added to our base NOA for School Readiness services; however, it will be at the discretion of DEL.</p> <p>The CEO stated that there is an error in her report. The ARPA Discretionary Fund has not yet been allocated. DEL talked about possibly using a portion of the \$315M to help supplement the \$15 hr wage for VPK.</p> <p>The waitlist has been placed on hold due to a staff shortage in eligibility. We have an opening and another employee out on leave.</p> <p>Financial Report – May 2023</p> <p>Balance Sheet</p> <ul style="list-style-type: none"> All cash accounts have been reconciled through June 2023. We are currently holding \$3,757,681.33 in cash (06/30/2023). Accounts receivable is \$3,472,066.99 We have \$182,525 in fixed assets with a net book value of \$319.13 Accounts Payable is \$5,072,519.27 and current DEL Advance is \$3,140,962.45 and overpayments due to DEL from 18/19 FY are \$853,929.94. Total Net Assets are \$145,558.29. 																																																																																																																																																																																																																																														
	<p>ELC OF ALACHUA COUNTY EXECUTIVE SUMMARY</p> <table border="1"> <thead> <tr> <th colspan="4">TARGETS AND RESTRICTIONS</th> <th colspan="4">PROGRAM TOTALS</th> </tr> <tr> <th></th> <th></th> <th></th> <th></th> <th>Budget</th> <th>Expenditure</th> <th>Balance</th> <th>% of Budget Spent</th> </tr> </thead> <tbody> <tr> <td>SR Direct Services Min: 78%</td> <td>7,929,445 + 64,533</td> <td>9,669,081</td> <td>82.1%</td> <td>SR Total</td> <td>11,788,140</td> <td>9,669,081</td> <td>2,119,059</td> <td>82.3%</td> </tr> <tr> <td>SR Admin Max: 5%</td> <td>442,629 +</td> <td>9,669,081</td> <td>4.547%</td> <td>SR Admin</td> <td>589,407</td> <td>442,629</td> <td>146,778</td> <td>75.1%</td> </tr> <tr> <td>SR Admin/NonDirect/Quality Max: 22%</td> <td>1,739,636 +</td> <td>9,669,081</td> <td>17.9%</td> <td>SR Non-Direct</td> <td>840,474</td> <td>786,566</td> <td>53,908</td> <td>93.6%</td> </tr> <tr> <td>SR Quality Min: 4%</td> <td>510,441 +</td> <td>9,669,081</td> <td>5.2%</td> <td>SR Quality</td> 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Services*	9,547,636	7,929,445	1,618,191	83.1%	Dollar-for-Dollar Match:	36,652.83			Quality Performance	694,664	565,282	129,382	81.4%	Program Assessment: 50	0.00			SR Match	72,545	36,653	35,892	50.5%	VPK Admin Max: 4%	132,146	3,684,141	3.587%	Program Assessment	26,764	26,764	0	0%	PDG Admin Max: 5%			100.0%	Special Needs	39,100	3,941	35,159	10.1%					Gold Seal	765,944	696,088	69,856	90.9%					PreSchool Development	2,286	2,286	0	0%					VPK Total	4,659,736	3,816,286	843,450	81.9%					VPK Admin	179,221	132,146	47,075	73.7%					VPK DS	4,480,515	3,684,141	796,374	82.2%					VPK Additional Funds	822,154	660,838	161,316	80.4%					VPK PA	42,547	42,547	0	100.0%					CRRSA	997,519	997,519	0	100.0%					ARPA	15,522,683	13,973,393	1,549,290	90.3%					ARPA Discretionary	151,613	151,613	0	100.0%					ESSER	9,903	2,922	6,981	29.5%		2-Yr Admin Exp	2-Yr Total Exp	2-Yr Admin %	CRRSA Admin Max: 5%	18,983	4,370,749	0.4%	ARPA Admin Max: 5%	141,037	15,591,874	0.9%	Cost Type	Cash in EFSM	Cash not in EFSM	Total 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Committee Updates:	<p>The Finance Director reported that all cash accounts are reconciled through June. We are currently waiting on an advance from DEL, which we expect to receive by next month. We currently have a DEL advance of \$3.1M. We are meeting all of our targets and restrictions through the year. We have received the new NOA for FY23-24. We expected the NOA to include an increase for VPK Admin from 4% to 5%, but unfortunately this was not reflected. For this reason, we will need to code to other OCA's to avoid going over VPK Admin. We are expecting an additional \$2M in SR funds which should help cushion VPK because we can code time there. We are close to maxing out SR Admin so we do not anticipate giving staff raises for the next couple years.</p> <p>Pastor Dix suggested that we re-evaluate not giving staff raises because the cost of living is high and it does not appear to be slowing down. He also asked if there has been any discussion at the State level about increasing provider rates due to the minimum wage increases. The CEO stated that this topic was discussed during the last legislative session and will likely be discussed again in January. An easy solution would be to use the State Median Income (SMI) or change from 150% to 200% of the Federal Poverty Level (FPL).</p> <p>Pastor Dix asked if we are aware of the increases that providers are facing for their property insurance. He stated that his insurance doubled and he is required to replace his roof due to new insurance requirements.</p> <p>Kristy Goldwire asked when do we anticipate pulling from the waitlist again. The CEO explained that we will likely pull again in September after school has started and we have filled our open positions.</p> <p>The CEO reminded Ms. Goldwire that we are always hoping to receive funding from the Children's Trust for the ALICE population that we are unable to serve. We currently have 116 families on this list waiting for services.</p> <p>Finance/Audit Committee - No Update</p> <p>Executive Committee - No Update</p> <p>Quality Committee – No Update</p>	
Meeting Dates	<p>→ Audit/Finance Committee – September 12th @ 8:45AM</p> <p>→ BOD Meeting – September 20th @ 8:30AM</p> <p>→ Executive Committee – August 9th @ 8:30AM</p> <p>→ Quality Committee – September 14th @ 9:00AM</p>	

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Public Input	None	
Adjournment		The Meeting was adjourned by Cheryl Twombly at 9:04AM.