

EARLY LEARNING COALITION OF SARASOTA COUNTY
BUDGET AND FINANCE COMMITTEE MEETING
Cavanaugh & Company, LLP, Conference Room, 2381 Fruitville Road, Sarasota
8 JUNE 2007
MINUTES

1. ATTENDANCE.

a. Members:

Steve Spangler (Treasurer)	Laura Benson	Janice Mee	Chris Kofler
Janet Kahn	Linda Mason		

b. Staff:

Mike Miller

2. CALL TO ORDER. The meeting was called to order at 8:00 a.m.

3. OLD BUSINESS.

- a. Replacement of Fontana CPA's. Janet reported that by necessity, she was planning to bring a good portion of the financial processes in house, particularly the "bookkeeping/data entry" part. However, she is still negotiating with Fontana CPA's to stay involved to some extent as it provides a needed level of separation of duties and accounting oversight. Other possible accounting firm options discussed last month have not panned out. Janet is also exploring the possibility of switching to the online version of the QuickBooks system instead of having it positioned at just one computer.

4. NEW BUSINESS.

a. FY2007 CCC/Business Manager Reports.

1. **Board Management Report** – This chart shows us clearly within all management parameters for spending in both the SR and VPK programs.
2. **SR Spending Plan** – With only two months to go in the fiscal year, we are now forecasting a potential surplus of \$134,000 in slots, mainly due to the receipt of an additional 139,000 on 2 May that we had originally asked for in January. Our prior efforts to manage our earlier projected deficit were all successful. These funds will now enable us to bring enrollment back up to approximately 1,025 by the end of June and be where we want to be to start FY2008.
3. **VPK Spending Plan** – VPK slot costs are projected to total just over \$4,000,000 for the year, but that is dependent on the Summer Program enrollment hitting somewhere around last year's figure (158). Currently we are at 115, so we may just miss that, but it is still a significant increase from 2,700,000 in FY2006, as we served well over 1600 children, up from 1300 last year.
4. **Others** – The three charts showing enrollment and payment statistics since FY2003 were updated and presented to the Committee. BG1 costs for this year continue to be a drain on the Coalition's ability to serve Working Poor families. Janet mentioned that there was a recent eligibility clarification that indicated that we are not actually mandated or required to serve BG1 children ages 0-2, just the 3 and 4 year olds. We may discuss implementing this new direction locally in the future to be able to have more control over our budget if needed, and in negotiating with the Safe Children Coalition. They never really responded to our inquiries as to what had caused our BG1 referrals to increase significantly this year, causing us to project an early deficit.

- b. Accountant Reports. There were no questions on these reports.

c. FY2008 Budget Proposal.

The Committee recommended sending the budget on to the Board for its review and final approval at the 20 June meeting.

Laura raised the concern of what might happen if the Property Tax Reform bill being discussed in Tallahassee had a negative impact on Sarasota County's revenues and commitment to continuing the BCC support of our two "Match" programs – BG8 Match (\$200,000) and CCEP Match (\$275,000). Loss of the BG8 Match would have a catastrophic affect on our ability to continue operations. That \$200,000 of County funding brings in another \$3.3 million of state and federal funds for the School Readiness Program, out of our SR budget of \$5.4 million. The CCEP Match brings in a 1:1 match from the state (i.e. another \$275,000). Janet didn't feel that there was any way to realistically "plan" for this scenario. All Coalitions who receive their match from local county funds are in this same situation. We need to budget based on what we know now, then take action based on what exactly happens, when it happens.

Laura also requested that the original budget for the current FY be added to the budget sheet so the Board can see what was budgeted initially, what is projected to be spent, and what is budgeted for FY 08, and be able to compare and contrast. Mike will make that change before forwarding it to the full Board for approval at the June 20th meeting.

5. DISCUSSION. None.

6. ADJOURN. The meeting was adjourned at 8:50 am. The next meeting is scheduled for 31 August.

Mike Miller