



CHILDREN'S TRUST REGULAR MEETING MINUTES

June 10, 2024, at 4:00 PM

Alachua County Health Dept, Thomas Coward Auditorium, 224 SE 24th St., Gainesville, FL 32641

Call to Order

Chair Pinkoson called the meeting to order at 4:00 PM.

Roll Call

PRESENT

Chair Lee Pinkoson
Vice Chair Ken Cornell
Member Shane Andrew
Member Tina Certain
Member Mary Chance
Member Judge Denise R. Ferrero
Member Nancy Hardt – attended virtually
Member Maggie Labarta

ABSENT

Treasurer Cheryl Twombly

Agenda Review, Revision, and Approval

Motion to approve the agenda made by Member Labarta, Seconded by Vice Chair Cornell.

Motion was unanimously approved by voice vote.

Consent Agenda

1. Board Attendance YTD
2. 5.6.2024 Joint Special Meeting BoCC & CTAC Minutes
3. 5.13.2024 Regular Board Meeting Minutes
4. 5.13.2024 Board Meeting Evaluation - Survey Results
5. April 2024 Checks and Expenditures Report
6. Monthly Programmatic Awards and Expenditures Report
7. May Sponsorship Applications
8. Emergent Needs Requests
9. Early Learning Coalition of Alachua County Additional Funding Investment

General Public Comments

Executive Director's Report

10. 6.10.2024 ED Report

ED Kiner reported on recent events including the Graduation/Recognition Program for the BLI's Leadership Program attendees; there were 12 businesses in the Accreditation Academy and 14 that graduated from the Master Class. She reported that CTAC signage has been sent to providers and members should start seeing them around town. A research intern, a communications intern, and two TeensWork Alachua interns will be supporting the Trust during this summer term. She welcomed Max De Zutter who joined the staff last week as a Contract Manager. She reminded the Board that there will be no regular meeting in July, but a workshop on Maternal Child Health Initiatives will be scheduled for early afternoon on August 12, 2024. Lastly, she announced that CTAC will be a sponsor of the PBS Kids Zone at UF's Fanfare and Fireworks event on July 3, 2024.

Vice Chair Cornell asked ED Kiner to schedule a future workshop to discuss the percentage of CTAC funding in our provider's budgets.

Committee Updates

11. Finance Committee Membership Update (Marsha Kiner)

Motion made by Vice Chair Cornell, Seconded by Member Chance to add Member Labarta to the CTAC Finance Committee.

Motion was unanimously approved by voice vote.

Old Business

12. Gainesville For All Follow-up on Gainesville Empowerment Zone (GEZ) Family Learning Center (James Lawrence)

James Lawrence, President and CEO of Gainesville for All, updated the board on the GEZ's progress since his presentation at the April 2024 board meeting. He reported an awarded grant from the Rosen Foundation for \$35,000, an increase in enrollment from 39 to 59 students, he noted that their summer VPK program was approved by the ELC, and that they are in final contract negotiations with a new Executive Director. Mr. Lawrence mentioned the need for an additional funding infusion of \$100,000 which would create more scholarships for community children, he was referred to continue this conversation with CTAC staff.

New Business

13. Enrichment RFP 2024-02

The Board held a workshop on this RFP on May 30, 2024. The modifications from this meeting were made and represented in this documentation.

Motion made by Vice Chair Cornell, Seconded by Member Ferrero to approve Resolution 2024-05 and the release of RFP 2024-02, to approve the allocation of \$250,000 for Enrichment, and to authorize ED Kiner to appoint a review team of members with subject matter expertise.

Motion was unanimously approved by voice vote.

14. Review of FY2023 Annual Audit

Heather Donovan from Purvis Gray CPAs presented the FY23 Financial Statements and Independent Auditor's Report, which had three findings. Interim Director of Finance Scott Sumner indicated the separation of duties issue has been resolved. He also indicated an action plan is in place to resolve the remaining two issues before the end of the fiscal year.

Motion made by Vice Chair Cornell, Seconded by Member Certain to accept the FY23 Financial Statements and Independent Auditor's Report as presented.

Motion was unanimously approved by voice vote.

15. Unallocated Funding Plan for FY 2024

Executive Director Marsha Kiner presented recommendations for using the \$1.6M in unallocated funding from FY24.

Motion made by Member Cornell, Seconded by Member Labarta to implement staff's recommendations with the following additions: 1. To see if any of the \$300K for ELC in Goal 2 can be allocated in Goal 1; 2. To ask Attorney Swain to ensure that the Junior Achievement program does not violate the statute prohibiting funding for the school district; 3. To see if the remaining balance of unallocated funds, up to but not exceeding \$491,131, can be spent in Goal 1; 4. To empower staff to begin to negotiate and execute these contracts prior to the next Board meeting on August 12, 2024.

Motion was unanimously approved by voice vote.

16. FY2025 Tentative Budget

Interim Director of Finance Scott Sumner presented the FY25 Preliminary Budget with a proposed millage rate of .4500, a decrease from FY24, which is expected to provide \$9.9M in net revenue. The budget includes an increase in Personnel Services to account for an additional 5.5 FTE positions to improve operational efficiency to improve support for community providers, a nominal decrease in Operating Expenses, a 7% increase in Grants and Aid, and a 91.7% decrease in Capital Outlay.

The tentative programming budget will be \$10,999,391. The programming budget will be split amongst the three goals outlined in the CTAC Strategic Plan: Goal 1 funding commitments total \$3.7M, Goal 2 funding commitments total \$5.7M, Goal 3 funding commitments total \$1M, and \$390K in funding commitments for capacity building and innovation grants. An additional \$160K in funding commitments are included to support Emergent Needs and Sponsorships. The total programming budget for FY2025 includes \$1.7M from Fund Balance and \$825K from FY2024 unallocated budget.

Motion made by Vice Chair Cornell, Seconded by Member Certain to accept the FY25 Tentative Budget as presented.

Motion was unanimously approved by voice vote.

17. Resolution 2024-06 Proposed Millage Rate

Motion made by Vice Chair Cornell, Seconded by Member Certain to approve Resolution 2024-06 Proposed Millage Rate.

Motion approved by Members Pinkoson, Cornell, Andrew, Certain, Chance, and Labarta.

Member Ferrero abstained from this vote.

18. Resolution 2024-07 Tentative Budget

Motion made by Vice Chair Cornell, Seconded by Member Certain to approve Resolution 2024-07 Tentative Budget.

Motion was unanimously approved by voice vote.

General Public Comments

Board Member Comments

For Your Information

19. Implementation of the Child Care Tuition Assistance Program Update (Mia Jones)

Next Meeting Date

Regular Board Meeting - Monday, August 12th, 2024 @ 4:00 PM

Alachua Co. Health Dept., T. Coward Auditorium, 224 SE 24th St., Gainesville, FL 32641

Adjournment

Chair Pinkoson adjourned the meeting at 5:37 PM.