



2300 SW 17th Road, Ocala, FL 34471
 352-369-2315 FAX 352-369-2475

In partnership with



Our Vision Statement

Children and Families in our community will have access to quality early learning programs that nurture their learning potential and prepare them for their educational success.

**EXECUTIVE COMMITTEE
 MEETING AGENDA
 January 14, 2021 – 8:30 a.m.**

8:30 a.m. Call to Order
 8:31 a.m. Roll Call
 8:32 a.m. Consent Agenda

R. Colen
 B. Montalvo
 Section 1

To participate in this meeting via teleconference, register using the link below.
<https://attendee.gotowebinar.com/register/4554539313767470096>

ACTION ITEM

8:36 a.m. HVAC Pay-Off

Section 2 – R. Fricks

DISCUSSION ITEMS

8:40 a.m. FY 2020 – 2021 Budget
 8:44 a.m. Waitlist Update
 8:48 a.m. COVID-19 Update – SR/VPK

CHIEF EXECUTIVE OFFICER’S REPORT

Public Comment

Adjournment

Good Beginnings = Great Endings

MEETING SCHEDULE for FY 2020 – 2021

Success By 6 Leadership Council 9:00 AM, Friday	Executive Committee 8:30 AM, Thursday	Full Board of Directors 8:30 AM, Thursday	Finance Committee 8:30 AM, Thursday	Help Me Grow Leadership Team 11:00 AM, Thursday
	1-14-21		1-28-21	1-21-21
	2-11-21	2-25-21		
3-19-21	3-11-21		3-25-21	
	4-08-21	4-22-21		4-15-21
	5-13-21		5-27-21	
6-18-21	6-10-21	6-24-21		

- **ALL meetings** will be held at ELCMC, 2300 SW 17th Road, Ocala, FL 34471 or **via conference call**

Section

1

Consent Agenda

- December 10, 2020 Executive Committee Meeting Minutes
- Financials for November 2020
- Current Events through December 2020
- Community Foundation Statement for December 2020

**Early Learning Coalition of Marion County: Executive Committee
Meeting Minutes**

Date/Time: December 10, 2020 at 8:30 AM

Location: Early Learning Coalition of Marion County

Present: Robert Colen; Brenda Ford

Present via Conference Call: Kathy Robbins; Doug Day; Cara Meeks

Members Absent: None

Staff Present: Roseann Fricks, Chief Executive Officer; DeAnna Johnson, Chief Finance Officer; Beatriz Montalvo, Administrative Services / HR Director; Marcelle Easter, Business Information Director

Agenda Item	Summary/Discussion	Action
Call to Order	Executive Committee meeting was called to order. Beatriz Montalvo called roll and a quorum was present.	ACTION ITEM: Robert Colen called the meeting to order at 8:31 AM.
Chair Report	Robert invited all who could stay after the meeting to participate in the media event for the distribution of clear masks to providers by our State leaders.	
Consideration of the Consent Agenda	The minutes from the October 8, 2020 Executive Committee meeting, Financials for September and October 2020, Current Events through November 2020, and Community Foundation Statements for October and November 2020 were included in the packet with the consent agenda. Roseann explained that SR and VPK enrollments remain lower than last year.	ACTION ITEM: Cara Meeks moved to approve, and Brenda Ford seconded the motion. Motion carried unanimously.
Emergency RFQ#2020 – IT Equipment Responses	Roseann asked to approve, <u>as Board</u> the staff recommendation for selection of vendor for purchase of computer equipment in response to Emergency RFQ#2020 based on responses received, as listed on the Action Sheet. Funds awarded must be obligated by December 30, 2020 and the Board of Directors will not meet until February 25, 2021.	ACTION ITEM: Doug Day moved to approve, and Cara Meeks seconded the motion. Motion carried unanimously.
Budget Revision for 2020 – 2021 4-E	DeAnna asked to approve the reallocations to the Budget Revision for 2020 – 2021 4-E based on the line items and factors listed in detail on the Action Sheet.	ACTION ITEM: Brenda Ford moved to approve, and Doug Day seconded the motion. Motion carried unanimously.
Market Rate Increase for FY 2020 – 2021	Roseann asked to table this action item, as there are too many unanswered questions at this time.	
2021 Succession Plan	Roseann asked to approve the Succession Plan for calendar year 2021, as detailed on the Action Sheet.	ACTION ITEM: Cara Meeks moved to approve, and Doug Day seconded the motion. Motion carried unanimously.
Revisions to the Personnel Policies for FY 2020 - 2021	Roseann asked to approve the revisions to the “Weather Related Closings” policy for clarifications purposes, as detailed on the Action Sheet. The policy will be presented to the Board as Ratification, for immediate implementation.	ACTION ITEM: Brenda Ford moved to approve, and Cara Meeks seconded the motion. Motion carried unanimously.
COVID-19 Update	We continue to take all the proper measures to maintain a safe workplace. The Coalition purchased four diffusers that are activated after hours weekly to disinfect and sanitize the office.	DISCUSSION

Agenda Item	Summary/Discussion	Action
School Readiness Waitlist	We currently have 456 kids on the waitlist. On Saturday, December 12, 2020 we will be calling 55 more families off the waitlist.	DISCUSSION
Chief Executive Officer's Report	The committee met with Roseann to discuss her Annual Evaluation, retro to July 1, 2020.	
Public Comment	Robert shared ideas to increase the number of enrollments in School Readiness and VPK through Facebook.	
Adjournment		Meeting adjourned at 9:15 AM

Reported by: Beatriz Montalvo, Administrative Services / HR Director

Approved by:


Signature


Date

NOTE – For additional information on any of the above items, please contact C.E.O., Roseann Fricks at rfricks@elc-marion.org.

Early Learning Coalition of Marion County, Inc.
Budget vs. Actual
As of November 30, 2020

GL Acct.	Revenues	Approved	Current Month To Date			Year to Date		Balance
		Budget (4B) 10-Dec-20	Nov-20	% of Budget	Monthly Budget (1/12)	Actual	% of Budget	of Budget
Contracts, Grants, and Other Financial Assistance		\$ 21,373,260.02	\$ 1,691,217.74		\$ 1,781,105.00	\$ 8,063,252.54	\$ 0.38	\$ 13,310,007.48
4001	FOEL: School Readiness(inc. Program Assessment)	15,121,807.00	1,261,162.46	100.08%	1,260,150.58	5,969,144.01	39.47%	9,152,662.99
4001	FOEL: Voluntary Pre-kindergarten	5,688,279.00	402,370.19	84.88%	474,023.25	1,844,232.87	32.42%	3,844,046.13
4001	FOEL: Outreach & Awareness	7,293.00	-	0.00%	607.75	-	0.00%	7,293.00
4001	CF: Help Me Grow	121,906.66	8,192.32	80.64%	10,158.89	42,598.44	34.94%	79,308.22
4010	Grant: Marion County (Match)	167,749.99	10,416.87	74.52%	13,979.17	94,833.89	56.53%	72,916.10
4010	Grant: School Board of Marion County (YPP)	-	-	#DIV/0!	-	-	#DIV/0!	-
4020	Grant: Community Foundation (CARES)	46,292.17	-	0.00%	3,857.68	-	0.00%	46,292.17
4020	Grant: Early Learning Florida	16,780.00	2,380.00	170.20%	1,398.33	2,965.00	17.67%	13,815.00
4020	Grant: Help Me Grow National Center	4,000.00	-	0.00%	333.33	2,273.18	56.83%	1,726.82
4020	Grant: JPB Foundation (HMG)	43,000.00	-	0.00%	3,583.33	43,000.00	100.00%	-
4020	Grant: Marshall's	7,500.00	-	0.00%	625.00	2,499.99	33.33%	5,000.01
4020	Grant: PNC	12,500.00	-	0.00%	1,041.67	6,250.00	50.00%	6,250.00
4020	Grant: United Way (Success by 6)	60,687.50	1,112.50	22.00%	5,057.29	23,362.50	38.50%	37,325.00
4020	Grant: United Way (VPK Expansion Program)	50,854.00	4,237.83	100.00%	4,237.83	21,189.19	41.67%	29,664.81
4020	Grant: WellCare	2,554.70	-	0.00%	212.89	-	0.00%	2,554.70
4050	Grant: Kiwanis (SB6)	7,056.00	-	0.00%	588.00	7,056.00	100.00%	-
4050	Gifts, Donations, and Pledges	15,000.00	1,345.57	107.65%	1,250.00	3,847.47	25.65%	11,152.53
Investment Earnings		\$ 2,060.00	\$ 5,313.58		\$ 171.67	\$ 8,226.98	\$ 3.99	\$ (6,166.98)
4101	Interest income	1,500.00	105.57	84.46%	125.00	621.72	41.45%	878.28
4991	Realized Gain on Investments	1,510.00	289.58	230.13%	125.83	205.67	13.62%	1,304.33
4992	Unrealized Gain on Investments	(950.00)	4,918.43	-6212.75%	(79.17)	7,399.59	-778.90%	(8,349.59)
Other Miscellaneous Revenue		\$ 75,781.42	\$ 12,685.86		\$ 6,315.12	\$ 32,795.12	\$ 0.43	\$ 42,986.30
4201	Miscellaneous income	1,688.72	493.71	350.83%	140.73	1,777.40	105.25%	(88.68)
4210	Revenue: Provider Trainings	2,500.00	240.00	115.20%	208.33	890.00	35.60%	1,610.00
4900	Revenue: Development (Building Fund)	3,968.45	-	0.00%	330.70	2,648.45	66.74%	1,320.00
4901	Revenue: Vending (Building Fund)	1,000.00	-	0.00%	83.33	-	0.00%	1,000.00
4905	Revenue: Facility Rental	18,000.00	650.00	43.33%	1,500.00	6,450.00	35.83%	11,550.00
4999	In-Kind	48,624.25	11,302.15	278.93%	4,052.02	21,029.27	43.25%	27,594.98
Total Revenues		\$ 21,451,101.44	\$ 1,709,217.18	95.62%	\$ 1,787,591.79	\$ 8,104,274.64	37.78%	\$ 13,346,826.80
Expenditures						\$ (3,298,928.72)		
Employer Provided Salaries and Benefits		\$ 1,709,165.68	\$ 132,761.64	93.21%	\$ 142,430.47	\$ 676,393.83	\$ 0.40	\$ 1,032,771.85
5000	Salary: Directors (990 reportable)	199,641.60	15,666.32	94.17%	16,636.80	81,315.65	40.73%	118,325.95
5001	Salary: Exempt	358,462.21	28,809.36	96.44%	29,871.85	149,087.66	41.59%	209,374.55
5002	Salary: Hourly	800,462.61	63,387.62	95.03%	66,705.22	326,130.26	40.74%	474,332.35
5003	Salary: PLT Accrual	2,500.00	-	0.00%	208.33	-	0.00%	2,500.00
5005	Payroll Tax: Social Security	84,231.12	6,230.98	88.77%	7,019.26	32,544.43	38.64%	51,686.69
5006	Payroll Tax: Medicare	19,699.21	1,457.14	88.76%	1,641.60	7,611.28	38.64%	12,087.93
5007	Payroll Tax: SUTA	452.20	10.80	28.66%	37.68	38.56	8.53%	413.64
5010	Insurance: Health	155,800.00	10,925.00	84.15%	12,983.33	46,747.13	30.00%	109,052.87
5011	Insurance: Dental	9,530.40	664.24	83.64%	794.20	3,150.67	33.06%	6,379.73
5020	Retirement: ER Contribution	62,570.57	4,423.01	84.83%	5,214.21	23,736.54	37.94%	38,834.03
5030	Insurance: Life	3,024.75	222.00	88.07%	252.06	1,137.75	37.61%	1,887.00
5031	Insurance: Short-term Disability	6,129.57	462.52	90.55%	510.80	2,345.97	38.27%	3,783.60
5032	Insurance: Long-term Disability	6,661.44	502.65	90.55%	555.12	2,547.93	38.25%	4,113.51
Staff Development		\$ 8,000.00	\$ 512.89	76.93%	\$ 666.67	\$ 6,940.77	\$ 0.87	\$ 1,059.23
5100	Staff Development	8,000.00	512.89	76.93%	666.67	6,940.77	86.76%	1,059.23
Professional Services		\$ 186,243.00	\$ 10,315.62	66.47%	\$ 15,520.25	\$ 41,791.32	\$ 0.22	\$ 144,451.68
6002	Professional Services: Auditing	15,975.00	-	0.00%	1,331.25	2,500.00	15.65%	13,475.00
6005	Professional Services: IT Management	41,400.00	5,900.00	171.01%	3,450.00	19,700.00	47.58%	21,700.00
6010	Professional Services: Legal	5,800.00	-	0.00%	483.33	2,600.00	44.83%	3,200.00
6015	Professional Services: Program Agency	30,788.00	1,830.62	71.35%	2,565.67	7,357.24	23.90%	23,430.76
6025	Professional Services: Printing Svcs	500.00	-	0.00%	41.67	-	0.00%	500.00
6030	Professional Services: Bldg Rprs & Mtnc	18,050.00	90.00	5.98%	1,504.17	4,139.08	22.93%	13,910.92
6035	Professional Services: Other (Quality)	73,730.00	2,495.00	40.61%	6,144.17	5,495.00	7.45%	68,235.00
Direct Services - Child Care		\$ 18,041,347.55	\$ 1,199,590.45	79.79%	\$ 1,503,445.63	\$ 6,288,277.55	\$ 0.35	\$ 11,753,070.00
6500	Direct Services	18,041,347.55	1,199,590.45	79.79%	1,503,445.63	6,288,277.55	34.85%	11,753,070.00
Occupancy		\$ 63,361.16	\$ 4,177.75	79.12%	\$ 5,280.10	\$ 23,188.43	\$ 0.37	\$ 40,172.73
7001	Utilities	27,015.00	1,611.57	71.59%	2,251.25	10,139.03	37.53%	16,875.97
7005	Janitorial Services	24,194.16	1,865.18	92.51%	2,016.18	9,325.90	38.55%	14,868.26
7007	Lawn Service	6,900.00	300.00	52.17%	575.00	1,500.00	21.74%	5,400.00
7008	Security System	4,452.00	371.00	100.00%	371.00	1,855.00	41.67%	2,597.00
7009	Pest Control	800.00	30.00	45.00%	66.67	368.50	46.06%	431.50
Postage, Freight, and Delivery		\$ 7,925.00	\$ 313.15	47.42%	\$ 660.42	\$ 2,189.16	\$ 0.28	\$ 5,735.84
7050	Postage and Shipping	7,925.00	313.15	47.42%	660.42	2,189.16	27.62%	5,735.84
Equipment Leases		\$ 4,295.35	\$ 279.00	77.94%	\$ 357.95	\$ 1,794.66	\$ 0.42	\$ 2,500.69
7100	Equipment Lease & Mtnc	4,295.35	279.00	77.94%	357.95	1,794.66	41.78%	2,500.69
Supplies		\$ 21,480.00	\$ 3,887.92	217.20%	\$ 1,790.00	\$ 8,018.25	\$ 0.37	\$ 13,461.75
7006	Janitorial Supplies	3,500.00	431.95	148.10%	291.67	1,569.17	44.83%	1,930.83
7150	Office Supplies & Expense	10,000.00	3,158.08	378.97%	833.33	5,000.58	50.01%	4,999.42
7151	Printing: Copier	7,980.00	297.89	44.80%	665.00	1,448.50	18.15%	6,531.50
Communications		\$ 20,247.00	\$ 1,731.78	102.64%	\$ 1,687.25	\$ 8,474.53	\$ 0.42	\$ 11,772.47
7200	Communication: Land Line	16,188.96	1,376.72	102.05%	1,349.08	6,711.15	41.46%	9,477.81
7201	Communication: Cellular	2,621.88	234.60	107.37%	218.49	1,161.78	44.31%	1,460.10
7202	Communication: Internet	1,436.16	120.46	100.65%	119.68	601.60	41.89%	834.56

Early Learning Coalition of Marion County, Inc.
Budget vs. Actual
As of November 30, 2020

		Approved		Current Month To Date			Year to Date		Balance
		Budget (4B)		Nov-20	% of Budget	Monthly Budget (1/12)	Actual	% of Budget	of Budget
		10-Dec-20							
Insurance		\$ 32,413.23	\$ 2,443.43	90.46%	\$ 2,701.10	\$ 12,494.27	\$ 0.39	\$ 19,918.96	
7251	Insurance: D&O	8,568.00	702.30	98.36%	714.00	3,581.70	41.80%	4,986.30	
7255	Insurance: Automobile (Rental)	1,272.00	104.26	98.36%	106.00	531.74	41.80%	740.26	
7260	Insurance: General Liability	553.00	45.33	98.37%	46.08	231.18	41.80%	321.82	
7265	Insurance: Workers Compensation	6,022.50	291.64	58.11%	501.88	1,520.22	25.24%	4,502.28	
7270	Insurance: Property	8,612.60	705.95	98.36%	717.72	3,600.34	41.80%	5,012.26	
7275	Insurance: Other	7,385.13	593.95	96.51%	615.43	3,029.09	41.02%	4,356.04	
Tangible Personal Property		\$ 102,757.17	\$ -	0.00%	\$ 8,563.10	\$ 2,306.95	\$ 0.02	\$ 100,450.22	
7301	Equipment: = or > \$1k	85,292.17	-	0.00%	7,107.68	-	0.00%	85,292.17	
7302	Equipment: < \$1k	12,465.00	-	0.00%	1,038.75	2,306.95	18.51%	10,158.05	
7304	Furniture: < \$1k	5,000.00	-	0.00%	416.67	-	0.00%	5,000.00	
Quality Initiatives		\$ 1,047,774.00	\$ 314,408.12	360.09%	\$ 87,314.50	\$ 875,362.27	\$ 0.84	\$ 172,411.73	
7401	Quality and Classroom Material	290,075.00	36,735.87	151.97%	24,172.92	53,650.27	18.50%	236,424.73	
7405	Training Material	15,000.00	20,310.77	1624.86%	1,250.00	20,310.77	135.41%	(5,310.77)	
7410	Consumer Education & Outreach Material	76,350.00	1,541.48	24.23%	6,362.50	14,784.23	19.36%	61,565.77	
7415	Grants to Providers	649,849.00	255,750.00	472.26%	54,154.08	782,847.00	120.47%	(132,998.00)	
7420	Scholarship & Other Education Opportunities	16,000.00	70.00	5.25%	1,333.33	3,770.00	23.56%	12,230.00	
7425	Wage Incentives	500.00	-	0.00%	41.67	-	0.00%	500.00	
Other OEL Initiatives		\$ 12,500.00	\$ 1,750.00	168.00%	\$ 1,041.67	\$ 2,125.00	\$ 0.17	\$ 10,375.00	
7436	Early Learning Florida	12,500.00	1,750.00	168.00%	1,041.67	2,125.00	17.00%	10,375.00	
Travel		\$ 12,500.00	\$ 165.98	15.93%	\$ 1,041.67	\$ 1,066.93	\$ 0.09	\$ 11,433.07	
7501	Travel: In-State	7,500.00	-	0.00%	625.00	717.99	9.57%	6,782.01	
7510	Travel: In Service Area	5,000.00	165.98	39.84%	416.67	348.94	6.98%	4,651.06	
Other Expenses		\$ 90,204.32	\$ 11,948.35	158.95%	\$ 7,517.03	\$ 44,084.72	\$ 0.49	\$ 46,119.60	
7600	Administration Fees (CF - Bldg)	793.00	68.54	103.72%	66.08	338.19	42.65%	454.81	
7601	Bank fees	100.00	-	0.00%	8.33	107.28	0.00%	(7.28)	
7602	Merchant Service Fees (Includes PayPal)	259.20	10.98	50.83%	21.60	37.50	14.47%	221.70	
7603	Interest expense	1,658.87	121.18	87.66%	138.24	804.44	48.49%	854.43	
7605	Software-Licenses-Support	24,299.00	175.50	8.67%	2,024.92	15,113.26	62.20%	9,185.74	
7610	Web services	1,700.00	-	0.00%	141.67	200.00	11.76%	1,500.00	
7615	Other employee related expense	594.00	-	0.00%	49.50	24.00	4.04%	570.00	
7616	Background Screening	560.00	70.00	150.00%	46.67	280.00	50.00%	280.00	
7617	Drug Screening	320.00	-	0.00%	26.67	-	0.00%	320.00	
7620	Membership Dues	9,651.00	-	0.00%	804.25	5,670.00	58.75%	3,981.00	
7621	Subscriptions and Publications	150.00	-	0.00%	12.50	77.70	51.80%	72.30	
7625	Taxes, licenses and fees	295.00	200.00	813.56%	24.58	203.08	68.84%	91.92	
7900	Development Expense	200.00	-	0.00%	16.67	200.00	100.00%	-	
7901	Vending Machine Supplies	1,000.00	-	0.00%	83.33	-	0.00%	1,000.00	
9999	In-Kind expenditure	48,624.25	11,302.15	278.93%	4,052.02	21,029.27	43.25%	27,594.98	
Other Program Expenses (Success by 6)		\$ 76,454.98	\$ 3,330.13	52.27%	\$ 6,371.25	\$ 11,826.93	\$ 0.15	\$ 64,628.05	
8500	Childcare (Circle of Parent/Parents as Teachers)	-	-	#DIV/0!	-	-	#DIV/0!	-	
8510	Infant Safe Sleep	2,011.22	-	0.00%	167.60	1,039.74	51.70%	971.48	
8530	Special Projects	57,518.82	3,330.13	69.48%	4,793.24	10,111.35	17.58%	47,407.47	
8540	Parent Education-Incentives (allowable)	7,314.94	-	0.00%	609.58	675.84	9.24%	6,639.10	
8550	Food Services (Unallowable)	-	-	#DIV/0!	-	-	#DIV/0!	-	
8551	Parent Incentive (Unallowable)	9,610.00	-	0.00%	800.83	-	0.00%	9,610.00	
Depreciation		\$ 46,855.08	\$ 3,904.59	100.00%	\$ 3,904.59	\$ 19,522.95	\$ 0.42	\$ 27,332.13	
9001	Depreciation	46,855.08	3,904.59	100.00%	3,904.59	19,522.95	41.67%	27,332.13	
	Total Expenditures	\$ 21,483,523.52	\$ 1,691,520.80	94.48%	\$ 1,790,293.63	\$ 8,025,858.52	37.36%	\$ 13,457,665.00	
	Net Income	\$ (32,422.08)	\$ 17,696.38		(2,701.84)	\$ 78,416.12		\$ (110,838.20)	

NOTE:

1 Building depreciation - \$32,511 - unallowable under Federal funding

Rev 1 NOA - 8/21/20 - Allocation of PDG funds in the amount of \$112,969 added.
NOA - 8/21/20 - Allocation of Quality Performance Incentive (QPI) funds in the amount of \$411,951 added (portion was previously included in original budget due
NOA - 7/1/20 - receipt of actual NOA with decrease in funding of (\$2,707)

Rev 2 NOA - 9/1/20 - Allocation of CARES Phase I & II - carry forward from FY20 - \$493,090.
NOA - 9/1/20 - Allocation of CARES Phase III - \$172,574.
NOA - 9/1/20 - School Readiness Match - \$190,961 additional dollars.
NOA - 10/5/20 - School Readiness - \$1,521,078 additional dollars to clear wait list.
Kiwanis - \$3,756 - clear masks, \$2,000 - pack-n-plays, \$1,300 RIF - total addition of \$2,056

Rev 3 NOA - 10/19/20 - Additional allocation of PDG Mental Health grant funds - \$20,026.
NOA - 10/19/20 - Additional CARES allocation - \$449,344.

Rev 4 NOA - 11/13/20 - Allocation of CARES Phase IV Provider Grants - \$287,250.
NOA - 11/13/20 - Additional CARES allocation - \$383,757.
NOA - 12/04/20 - Removal CARES allocation for Rising Kindergarten Summer Program- (\$353,200).
NOA - Comm. Fdt - CARES grant - \$46,292.17
MCBOCC - increase to reflect carry forward from FY20 - \$42,749.99. This will allow for \$32,500 to carry over to FY22 for summer months.
FD - 11/17/20 - Give4Marion campaign - 2,968.45 adjustment (\$3,968.45 total)

Publix diaper drive collected 131,375 diapers and 28,584 wipes. Increase in-kind by \$30,000 for projected community distribution.

Rev 5



Fiscal Year Ending June 30, 2020

Line #	Budget Line Item Account Name	Coalition Programs		Year to Date Analysis				Variance Analysis Notes	Agency Plan of Action
		2020-21 Budget	Actual Expenses as of 11/30/2020	% of Year	% of Budget	Over/Under	Variance %		
001	SR Direct Child Services	\$ 10,743,100.85	\$ 3,702,416.14	41.67%	34.46%	Under	-7.20%		
002	VPK Direct Child Services	\$ 5,517,713.12	\$ 1,473,460.59	41.67%	26.70%	Under	-14.96%	VPK enrollment is below projected numbers.	No adjustment at this time. Advertising efforts to encourage VPK enrollments.
003	CARES Direct Child Services	1,235,827.16	\$ 1,014,699.32	41.67%	82.11%	Over	40.44%	Rcvd new NOA 11/14/20 with add't funds to be spent by 3/31/21.	No adjustments necessary
004	Other Direct Child Services	\$ 544,706.42	\$ 97,701.50	41.67%	17.94%	Under	-23.73%	Enrollment is down as a whole. Additional funding has not yet been allocated to slots by OCA.	Continue to monitor activity and adjust OEL allocation of funding by OCA when necessary.
005	Salaries and Benefits	\$ 1,709,165.68	\$ 676,393.83	41.67%	39.57%	Under	-2.09%		
006	Staff Development	\$ 8,000.00	\$ 6,940.77	41.67%	86.76%	Over	45.09%	Timing of planned expenditures	No adjustments necessary
007	Professional Services	\$ 186,243.00	\$ 41,791.32	41.67%	22.44%	Under	-19.23%	Timing of planned expenditures	No adjustments necessary
008	Occupancy	\$ 63,361.16	\$ 23,188.43	41.67%	36.60%	Under	-5.07%		
009	Postage, Freight, and Delivery	\$ 7,925.00	\$ 2,189.16	41.67%	27.62%	Under	-14.04%		
010	Equipment Leases	\$ 4,295.35	\$ 1,794.66	41.67%	41.78%	Over	0.11%		
011	Supplies	\$ 21,480.00	\$ 8,018.25	41.67%	37.33%	Under	-4.34%	Timing of planned expenditures	No adjustments necessary
012	Communications	\$ 20,247.00	\$ 8,474.53	41.67%	41.86%	Over	0.19%		
013	Insurance	\$ 32,413.23	\$ 12,494.27	41.67%	38.55%	Under	-3.12%		
014	Tangible Personal Property	\$ 102,757.17	\$ 2,306.95	41.67%	2.25%	Under	-39.42%	New grant received from Community Foundation and equipment ordered in December, expect delivery in January.	Adjustments necessary for grant received.
015	Quality Initiatives	\$ 1,047,774.00	\$ 875,362.27	41.67%	83.54%	Over	41.88%	CARES mini grants to providers to be spent out by December. ESS Bonuses will continue until March 2021.	No adjustments necessary
016	OEL Special Projects	\$ 12,500.00	\$ 2,125.00	41.67%	17.00%	Under	-24.67%	Timing of scheduled courses	No adjustments necessary
017	Travel	\$ 12,500.00	\$ 1,066.93	41.67%	8.54%	Under	-33.13%	Travel delayed due to COVID	Adjustments necessary
018	Other Expenses	\$ 90,204.32	\$ 44,084.72	41.67%	48.87%	Over	7.21%	Timing of planned expenditures	No adjustments necessary
019	Other Program Expenses (SB6)	\$ 76,454.98	\$ 11,826.93	41.67%	15.47%	Under	-26.20%	PAT is now virtual. JPB material ordered in December.	No adjustments necessary
020	Depreciation/PY Adjustment	\$ 46,855.08	\$ 19,522.95	41.67%	41.67%	Under	0.00%		
	TOTAL	\$ 21,483,523.52	\$ 8,025,858.52	41.67%	37.36%	Under	-4.31%		

CURRENT EVENTS
CEO Report 2020 - 2021

	July	August	September	October	November	December	January	February	March	April	May	June	Yr. Total
Customer (Parent/Caregiver) Service													
Inclusion Services	3	0	4	6	10	5							28
Fraud Reports	0	0	0	0	0	1							1
Quality Initiative Services													
Number of SR Child Care Providers	97	98	98	103	103	103							
Number of VPK Child Care Providers	98	100	100	107	107	107							
Trainings Provided	0	0	3	4	5	5							17
Attendees	0	0	63	110	66	34							273
Community Awareness													
Number of Staff Attended Events	0	8	2	3	2	1							16
Children's Books, Parent Resources, Etc. distributed to the Community (Events/Agencies/Businesses)	6,547	66	912	559	851	1,582							10,517
ELCMC Website Statistics													
Number of Visits	6,268	5,833	5,414	5,040	3,973	4,361							30,889
Average Visits Per Day	202	188	181	163	133	141							1,008
Facebook Total Likes - Help Me Grow	7	2	3	1	3	1							17
Facebook Total Likes - ELCMC	4	12	9	9	43	27							104
Parent Education													
Read Aloud Partners	444	444	445	446	464	464							
Bucket of Books	381	382	382	383	398	398							
Pack N Plays distributed	10	3	4	1	4	16							38
Car Seat Fittings Training	0	1	12	9	6	14							42
Parents as Teachers Classes	0	0	0	2	2	3							7
Parents as Teachers Attendees	0	0	0	18	14	20							52
Staff Development													
Presentations	1	3	3	4	7	2							20
Trainings Attended	11	3	3	6	2	3							28



Community Foundation of Ocala Marion County

Early Learning Coalition of Marion County

Account Statement
December 1, 2020 - December 31, 2020

Community Foundation of Ocala Marion County
324 SE 24th Street
Ocala, FL 34471

Account Summary	Year to Date	Current Period
Beginning Balance (December 1, 2020)	\$65,352.64	\$88,131.71
Contributions	\$16,150.00	\$650.00
Dividends & Interest	\$1,590.28	\$335.84
Realized Gains	\$746.76	\$481.76
Unrealized Gains	\$8,677.15	\$1,451.45
Distributions	(\$800.00)	\$0.00
Miscellaneous Fees	(\$739.51)	(\$73.44)
Bank Fees	\$0.00	\$0.00
Transfers	\$100.00	\$100.00
Ending Balance (December 31, 2020)	\$91,077.32	\$91,077.32

Contributions to Account

Date Received	Transaction Date	Description	Quantity	Net Proceeds
12/02/2020	12/02/2020			\$650.00
Total				\$650.00

Section

2



In partnership with

United Way



Action Sheet

EXECUTIVE COMMITTEE

January 14, 2021

SUBJECT: Payoff of HVAC loan

PROPOSED ACTION

Approve payoff of loan for the HVAC system.

BACKGROUND INFORMATION

In March 2015 the Coalition was approved for a loan from Florida Citizens Bank for \$75,000. This loan was used to finance the purchase and installation of two 15-ton, one 7.5 ton, and one mini-split air conditioning units. The larger units were to replace the existing air conditioners, the smaller unit was an addition to ensure the back area of the office was properly cooled, and the mini-split system was for the IT equipment room.

The original loan was for a term of 23 months with a balloon payment upon maturity, March 18, 2017, with an option to renew. The interest rate was a variable rate based upon the Wall Street Journal Prime plus 0.00% with a floor interest rate of 3.25% and a ceiling interest rate of 18.00%. Interest calculation is 365/365 simple interest basis.

The loan was renewed March 9, 2017, with the balance of \$63,342.12, over a term of eight (8) years. The new interest rate is an annually adjustable rate based upon the Wall Street Journal Prime plus 0.00% with a floor interest rate of 3.75% and a ceiling interest rate of 17.00% (currently 4.25%). The interest calculation remains a 365/365 simple interest basis.

The current monthly payment is \$778.34. Due to rental income, we are receiving, the Coalition has been making an additional \$875 principal only payment monthly since July 2020 to pay down the balance of the loan. The current balance as of January 7, 2021, is \$30,123.39.

The Coalition has acquired sufficient funds from fundraisers over the past couple of years to be able to recommend paying off the balance of the HVAC loan effective January 15, 2021. The payoff amount is \$30,253.69, which includes accrued interest of \$130.30.

To be presented as RATIFICATION at the Full Board meeting: February 25, 2021.

Supporting Documentation Included:

- Estimated payoff loan letter from CenterState Bank



01/04/2021

EARLY LEARNING COALITION OF MARION
COUNTY INC
2300 SW 17TH RD
OCALA FL 34471-2006

Re: Loan 402119020

Dear EARLY LEARNING COALITION OF MARION

This estimated payoff loan letter reflects your unpaid principal balance, interest due and any outstanding fees, (i.e. priority statement fee, late charge, escrow advances and attorney fees) through the date of 01/14/2021.

Principal	30,123.39
Interest	130.30
Fees	.00
Late Charges	.00
Escrow	.00
Rebates	.00
Unapplied	.00
Accrued Insurance	.00
Prepayment Penalty	.00
Collection Fees	.00
Net Payoff	30,253.69

Daily Interest Amount (Per Diem) 3.556233541

If you decide not to payoff your loan by the payoff date, interest will continue to accrue in accordance with your loan contract and/or disclosures, in addition to the assessment of any other applicable fees and/or charges. The estimated payoff loan amount in this letter may actually vary from your final payoff amount owed on this loan due to posted transactions made on this loan account after the date of this letter.

Please submit your payoff funds to CenterState Bank, Loan Payoff Department, 1951 8th Street NW, Winter Haven, FL 33881. If you have any questions or need any further assistance, please do not hesitate to contact me.

Please note that there is an Escrow Disbursement scheduled on N/A. If the payoff funds are not received prior to that date, please request an updated payoff quote.

Thank you,

CenterState Support



INSTRUCTIONS FOR SUBMITTING PAYOFF FUNDS

Incoming Wire Transfer Instructions (Domestic & International)

Federal Reserve Bank ABA Number:	063114030
SWIFT Code:	CSBKUS33 (Required for International Wires Only)
Bank Name:	South State Bank
Telegraphic Bank Name:	CenterState Bank
Beneficiary Bank Address:	1101 First Street South, Winter Haven FL 33880
Beneficiary Account Number:	Your CenterState Bank Account Number
Beneficiary Name:	Your Name as it Appears on your CenterState Bank Account
Beneficiary Address:	Your Address as it Appears on your CenterState Bank Account

Please note: CenterState Bank charges a wire fee of \$15.00 for incoming domestic wires and \$25.00 for incoming international wires.

For questions concerning incoming wires, please contact your local branch or Customer Care at 855-863-2265.

Mailing Instructions

FedEx & UPS Mail:

CenterState Bank
Loan Payoff Department 1951 8th
Street N.W. Winter Haven, FL 33881

USPS Mail:

CenterState Bank
Loan Payoff Department
P.O. Box 9602
Winter Haven, FL 33883-9602