



**Board of Directors Meeting
March 15, 2019
9:00-12:00 PM**

MINUTES

ATTENDANCE:

Board Members Present: Larry Pintacuda, Gege Kreisler, Bob Buesing,

Board Members Present by Phone: Wil Blechman, Linda Stoller, Chris Card, Claudia Davant, Allison Davis

Staff Present: Phyllis Kalifeh, Kerri Cloud, Denise Bishop

Welcome:

Chair Bob Buesing called the meeting to order at 9:06 AM when a quorum was attained.

Reading and Approval of Minutes:

Bob asked for discussion, additions, or corrections to the minutes from the December 19, 2018 teleconference meeting including the addendum. The addendum is a unanimous email vote supporting the sale of the building at 2807 Remington Green Circle, Tallahassee, FL. 32308. No discussion. Motion to approve the minutes as written. The minutes were approved (M/S: Pintacuda/Blechman). Motion carried.

Mission Minute (*Opportunities for Board members to be emissaries of the Forum's mission*):

Bob began the discussion by commenting on the recent submission of the Pritzker Planning Grant praising the Children's Forum formal leadership role guided by Phyllis. He emphasized his support for the coordinated collaboration among many key stakeholders and suggested that the quality of the Forum's work is a marketing tool in and of itself. He also commended the Pritzker Foundation for requiring just one application be submitted from each state, which necessitated a coordinated approach. Bob also shared that early learning initiatives were highlighted in the Florida Chamber of Commerce "Learners to Earners" conference (2019).

Chair's Report: Bob Buesing

There was a somber discussion of the passing of Chuck Hood, Children's Forum Board member and champion of all children. Bob stated that he wanted to formally recognize his contribution to the Board and adherence to the mission of the Children's Forum. A \$1000 donation was made on behalf of the Forum to the **Memorial Scholarship Fund** for the education of his children. It was

suggested that the board may want to do something else to honor his life and service. It was recommended that the Board create a Resolution in Chuck's honor, include Bob's signature, and send it to his family. Next steps to make this happen will be discussed outside of the meeting. There was a motion to accept this proposal (M/S: Pintacuda/Card). With unanimous support, the motion carried.

Wil shared that he had an opportunity to speak with the CEO of the Miami-Dade Chamber of Commerce, Al Sanchez but was told that "unless you are a member of the chamber, we can't help you." Wil said that he knows the CEO is an advocate for early child development and learning, but that the chamber seems to have a K-12 focus. Wil encouraged Mr. Sanchez to look at education through an early learning lens. Wil is hoping to see some movement. Bob, Phyllis, and Larry all stated that they knew Mr. Sanchez and they would reach out to him as well.

Bob shared that he thinks businesses are just beginning to understand how critically important early learning is, and said that Helios "all over early childhood education" in the Tampa Bay area. He said that now we need a champion within the Chamber there.

Finance Committee: Kerri Cloud, CFO

- **Financial Statements:**

Audit Report (June 2018) presented by Jeanine Busch, Carr, Riggs, and Ingram attached): Clean opinion with no internal findings.

Program Specific Audit for The Children's Trust (TCT) contract: Clean report and a very smooth audit. The process was well organized, timely, and all necessary documentation was provided.

Motion to accept the audit from June 2018. (M/S: Card/Kreischer). All approved. Motion carried

Hillsborough and Pinellas WAGE\$ contracts cover administrative costs for the program implementation in those counties. Bob stated that he hopes this is a trend in starting to address compensation issues within the workforce. Bob said that he has had conversations with the Executive Director of the ELC Hillsborough and he understands that the system of compensation and funding is broken. Phyllis added that child care is not a lucrative proposition and she is looking forward to programs such as WAGE\$ expanding over time.

Larry asked Kerri if we would be able to spend the full T.E.A.C.H. allocation this fiscal year, and Kerri said we are on track to do so. Larry congratulated the Children's Forum fiscal department for always having the financial statements in such great shape.

Motion to approve the financial statements (M/S; Kreischer/Pintacuda). The current financial statements were approved by the members. Motion carried.

Palm Beach CSC Audit presented by Kerri Cloud: There were 3 findings from the Palm Beach CSC audit. Finding 1 was related to prorating membership/subscription fees as well as utilities expenses by month. Kerri noted that this will be challenging for the fiscal department to meet. Finding 2 was that there was a payment of sales tax for \$12.77 that should not have been made.

Finding 3 was an overage payment of 82 cents. A discussion followed about the audit process for the Palm Beach CSC.

Motion to accept the audit (M/S: Pintacuda/Kreischer). All in favor and motion carried.

- **CEO Travel & Expense Report:**

Motion to approve the CEO Travel and Expense report and the motion was seconded (M/S: Pintacuda/Kreischer). The current CEO Travel & Expense Report was approved by the members and signed by the Chair (attached).

President's Report: Phyllis Kalifeh (see summary attached)

Nonprofits First Certification Update: This involves a 5 year approval process and the Forum must hold it to hold contracts with the Palm Beach CSC. The process has been completed and we are awaiting a response. This certificate is beneficial for the Forum when submitting grant applications; we take their guidance and suggestions and incorporate them into our policies and practices.

Legislative update: Claudia provided a legislative update and feedback to the Board. She said that WAGES and Help Me Grow passed in committee and had some great sponsors in both the House and Senate.

She said that the bills would be heard at the end of the week. She shared that the Estimating Conference was positive, but Hurricane Michael funding is a concern with respect to the funding available for other programs. Claudia also shared that the Children's Forum is well known within the legislature, which is a very good position to be in.

Bob asked whether the Florida Chamber of Commerce is really as invested in early learning issues as they say they are. There was discussion about finding out who their lobbyists are and then reaching out for some cross initiative discussions. Tony Carvajal is the contact through the Florida Chamber of Commerce Education Foundation and would be a great starting place.

Bob saw this as a responsibility of the Board, and Claudia strongly suggested that the key is in establishing and maintaining individual relationships. Bob encouraged Phyllis to let Board members know what they can do to help as we move forward. Phyllis added that Claudia and Amanda are phenomenal at their jobs and she appreciates them very much.

Board Resolution for Sale of the Building: The Board needs to resolve to allow Phyllis to continue to work on the sale of the building. Any new offers received will be presented to the Board for review. There was a motion to authorize Phyllis to transfer documentation and speak on behalf of the board (M/S: Blechman/Kreischer). Bob will have the authorization that has been approved developed and he will sign and have it notarized. Larry asked for clarification on whether Phyllis would need to bring any offer greater than \$675,000 to the Board. Phyllis said she would do so.

Following the resolution, Phyllis opened up more discussion about the sale of the building. The counter offer we received from the potential buyer was too low, so we are back to the drawing board hoping for better offers. Phyllis is going to investigate if it is possible to extend our current lease in the Annex on a monthly basis. Phyllis is hoping to find a building that would allow us to have a professional meeting space and training room so that we can build out our business plan for a training department. Phyllis explained that leasing a building is a better option for nonprofit organizations because contracts will pay for leases but are hesitant to pay for depreciation on a building that is owned by the nonprofit. Bob initiated a discussion about the Forum's current programs and space needs noting that we are nimble, and will need flexibility in terms of expansion or reduction in space needs. Phyllis said that the lease contract allows for re-evaluation and negotiation is the organization experiences changes that require a reduction in space. She called it a "get out of jail quick" clause. She also stated that moving to a cubicle layout will help with the space needs.

Phyllis shared with the Board that Ellen McKinley, the director of the CDEA passed away on March 3, 2019. Phyllis spoke at her service. Ellen was an advocate for quality child care and had a strong and passionate interest in faith-based early education. Gege added that she had great respect for Ellen and her tireless efforts for the field of early education. Julia Henry-Johnson has taken over as ED for the CDEA and Donna Thornton-Roberts is the President.

Pritzker Planning Grant: Bob is a member of the Steering Committee and reached out the Florida Philanthropic Network to see if they were interested in collaboration. Bob stated that he will present to them the possibility of matching needs for the grant, which is focused on supports services and for economically disadvantaged infants and toddlers and their families. Wil was also a great contributor to the development of the proposal which was submitted under the aegis of the First Thousand Days. Finally, Ted Granger played a wonderful role as "Switzerland" during the process of developing the proposal by helping to bridge conceptual gaps and facilitate communication among the many partners and stakeholders. Ted plans to retire as ED of the United Way on June 30, 2019.

Larry said that Ted's influence and impact will be missed greatly sharing that he always promoted our early learning priorities which influenced other United Way offices to do the same. Bob suggested that perhaps Phyllis could be a volunteer on the search committee tasked with finding his replacement. Gege added that Ted had an amazing ability to build relationships and Larry suggested that we may want to provide him with a Lifetime Achievement award from the Children's Forum board.

Assessments and Coaching:

Phyllis shared with the board about the Forum's role in the CLASS Assessment and Coaching efforts throughout the state. She stated that approximately 1,000 assessments must be completed by the end of June, 2019. In order to cover overhead for the position assigned to do this work, the Forum is playing an administrative coordination role, and is charging the Coalitions \$350 per CLASS assessment, and paying the assessors \$300.00 for each observation. Bob asked if we would have access to the data that are collected because it would be great to be able to do an analysis using the statewide input. Phyllis said she would investigate that possibility.

Bob stated that the Rightpath Research Center at USF under the direction of Dr. Jason Anthony, was also doing a great deal of research within the ECE field, and Bob's concern was that we are not linking these different assessment projects in a meaningful way. He saw this, and the 2 VPK bills (HB 0871 VPK Transitions and HB 1193 VPK Assessment) that are making their way through the legislative process, as a way to initiate future engagement in the area of voluntary prekindergarten programming.

Phyllis added that she was excited to be presenting at the National Governors' Association in California and that she planned to talk to them about compensation initiatives related to the ECE workforce. Phyllis also reminded the Board members about Children's Week at the Capitol and the Advocacy Awards dinner on March 25, 2019. Phyllis gave an update on the GROW (funded by Nonprofits First through Palm Beach County) project the Forum is working on which involves completing a statewide training needs assessment, and then the developing a 10-hour professional training based on the results. Phyllis also shared that the Hillsborough WAGES program is doing very well and that there is a great deal of energy and excitement about the launch in Hillsborough. Gege asked if the training that is being developed would fit into the three levels (ECE1, ECE2, and ECE3) outlined through the Power to the Profession Initiative. There is still discussion about what the Career Pathway will look like in Florida and whether an informal pathway (non-credit bearing) would be included.

Finally, Phyllis shared that upon completion of the current contract, the Children's Forum would no longer be working with FLAEYC in a shared services capacity.

New Business:

Larry brought up that as we look for a new member of the Children's Forum Board, we should look to expand the diversity. He suggested that the Board consider Michelle Oyola-McGovern as a possible Board member. She is from Palm Beach and has prior experience working with Senator Nelson. Doug Sessions was also suggested as a possible new Board member, along with Ted Granger. Everyone agreed that it would be best to let Ted enjoy some of his retirement before pursuing him for a Board Member position.

Kerri Cloud shared the experience she had leading to her broken leg, surgery and recovery. Everyone wished her "quick healing."

Closed Executive Session (N/A)

Motion to Adjourn: (M/S: Pintacuda/Kreischer). Meeting was adjourned

Respectfully submitted,

Larry Pintacuda
Secretary

Denise Bishop
Recording



Signature of Secretary

<<will be reviewed and approved at June meeting>>

Minutes Approved (date)



Signature of President

<<will be reviewed and approved at June meeting>>

Minutes Approved (date)