



Board Action Item

Early Learning Coalition of Southwest Florida, Inc. May 24, 2006

Subject: Early Learning Coalition of Southwest Florida Center

Proposed Recommendation: Recommendation for approval of Coalition office move to Summerlin Commons, Building 2, unit 101 near the corner of Summerlin Blvd. and Boy Scout Drive. This building will be the future home of the Early Learning Coalition of Southwest Florida Center.

Background Information:

Currently, the Coalition Administrative Office is located in two separate offices in the McGregor Lakes Office Plaza in Ft. Myers, located at 12651 McGregor Blvd. Suite 4-402 and 5-501. A new property, listed with the owners of our current facility, Summerlin Commons, Building 2, unit 101 has become available.

We negotiated a price for the rental property that is consistent with the local market rate for rental office space and we will be allowed to build out the property to suit our needs for no additional costs. There will be no penalty for breaking our 2-year lease as it is the property of the same owners. This property would give us the opportunity to bring our offices together with enough space to have a Center for multipurpose use such as a teacher and parent resource center, professional development library, and space for our Board meetings (if the Board chooses), as well as a training facility for our community partners such as the health department and FDLRS who hold regular classes on first aid, CPR, and parent classes for children with special needs.

Action Taken:

Barbara and Peter presented all the Summerlin Commons costs for CAM and sq. footage to the Executive Committee, along with a floor plan and preliminary lease agreement. The Executive committee analyzed all the costs to acquire the new rental property as well as the insurance/phone/electricity/equipment and other utility dollars saved with a single dwelling. Efficiency for better communication and networking within our local administration as well as with our SR and VPK providers and community partners was considered a plus. Mike Kinney confirmed that the costs are within our budget allowance for administrative expenses for School Readiness augmented by additional administrative income from VPK.

Date of completion of the Early Learning Coalition of Southwest Florida Center is November 30, 2006.

Coalition Meeting: May 24, 2006

Submitted By: Barbara Saunders, Executive Director
ELC Executive Board

Approved
Date:

Motion:
Second: