

**Monona Grove Nursery School**  
**Board of Directors**  
May 17, 2012 Meeting Minutes

In Attendance: Deb Pederson, Althea Dotzour, Leah Wurz , Julie Tokheim, Sue Carr, Jen Samuels, Cori Vandekeift, Erin Staver, Peggy Riley, Dawn Van Horn, Jessica Carlson, Alison Downey, Margo Duffy, Gwyn Radtke, Jessica Klabough

**A. Call to Order:** Deb called the meeting to order at 7:05pm

**B. Introduction of outgoing and incoming Board Members**

**C. Approval of April minutes:** Minutes were approved with no corrections

**D. Director's Report**

- Enrollment remains the same. One family owes tuition, 1 more MMSD payment remains
- Enrollment for next year:
  - M/T/W am =15
  - R/F am = 15
  - T/R pm = 15
  - 4K am= 18
  - 4K pm = 12
- All open enrollees have been accepted to MGNS
- Allis Elementary will be a 4K site for the 2012-2013 school year. They will have 2-4K classes, unsure of how this will effect MGNS enrollment
- 5 students are signed up for Toddler Time, 1 for Lunch Bunch
- MGNS received the Youngstar grant for the 2011-2012 school year and will receive it again for the 2012-2013 school year. The \$1,000 grant will be used to fund the MGNS garden, organize equipment in Fellowship Hall, and pay for the Launching into Literacy training
- MGNS received a 5 star rating from Youngstar, which is a state childcare rating. Five is the highest rating
- The board voted and approved the Lunch Bunch coordinator job description, Tuesday through Friday from 11:30-1:00. 8 teachers will be selected to support Lunch Bunch 1 day/semester.
- The church has offered use of Fellowship Hall for Lunch Bunch on Tuesday and Thursdays for \$1450 per year or \$140 per month. They are also raising the price of use of Fellowship Hall for the parent meeting, Meet, Eat and Greet, Spring Fling, and for days when the children stay inside to play from 200 to \$400.
- A few families attended the Open House

**E. Vice President**

- The board voted on and approved the change to MGNS Board Policy to include up to 2 alumni parents to serve on the board

- The board voted on and approved Althea remaining as MGNS treasurer for next school year

#### **F. President**

- The board approved changes to the By-Laws to update the Board of Director's term to July1-June 30<sup>th</sup>. Also approved were increasing the number of board members to 12 to include the co-positions (incoming and outgoing). For voting purposes, co-positions will get one vote, with the outgoing having voting privileges unless they are absent from the meeting.
- Changes to the Director's job description were also reviewed, voted on and approved
- A vote on the new Board of Director members will be included in the parent survey in early June

#### **G. Treasurer Report**

- Althea presented the Profit and Loss Budget Sheet and the Balance Sheet.
- Althea will review line item descriptions for the new board members at the July meeting.

#### **H. Fundraising Coordinator**

- Spring Fling raised \$5300. 4 items did not sell.
- Possible fundraisers for next year: Butter Braids, Oliver's Labels, Green Raising
- Green Raising is an online fundraiser with items ranging from \$5-200. It promotes eco-friendly products. A 2 week fundraiser nets 45% of the sales, online sales for the remainder of the year yields 25%

#### **I. Event Coordinator**

- No report

#### **J. Classroom Coordinator**

- Erin will email the parents signed up for Spring clean-up/Pack up night

#### **K. Equipment and Inventory Coordinator**

- Peggy has investigated ideas on options to deal with the heat on the playground. A 16 foot retractable shade to cover the playground (20' wide) costs around \$120. The possibility of paying Tim to install the shade was discussed.
- Peggy will be purchasing rubber chips for the playground

#### **L. Purchaser**

- No report

#### **M. Advertising Coordinator**

- MGNS was voted Best of Monona Daycare. We will run an ad listing the award.

#### **N. New Business**

- Althea proposed MGNS starting a Green Initiative. The first step will be to form a committee and create a statement supporting MGNS as a “green” school.

## **O. Adjournment**

Next meeting date: Monday, July 16<sup>th</sup>, 2012 at 7pm, Room 104

Julie Tokheim