

Board of Directors

January 8, 2018 Meeting Minutes

In Attendance: Katy Kaufman, Mark Penn, Betsy LaMore, Zach Barber, Erin Kernkamp, Donna Campanelli, Maureen Treichel, Sue Carr, Jessica Kennedy, Juli Houston, Dawn Van Horn

Call to Order: Meeting called at 7:05pm

Approval of December Minutes: Approved with no changes.

DIRECTOR'S REPORT (Sue): Building Inspector came and informed us that we cannot have 2 year olds in the building at any point unless we install a sprinkler system in the TT room (or the 2 year old room) or have direct access to the outside.

State Licensor had 2 violations for us - one was there were things on a bathroom shelf that kids could reach so Zach installed a high shelf out of kids reach. The other was for an incomplete fire drill form.

3rd teacher training was today with Sharon and it was on supporting individuals with challenging behaviors. Sue will talk to Sharon in January about potentially having trainings for parents.

60th anniversary ideas - creating a donor wall or something that can be moved if we ever had to move locations - there will be a committee set up to discuss.

We received a \$500 gift from the Werwies and will figure out how to spend it.

We have results of the parent survey regarding 745 drop off and change to seahorse class - there isn't an overwhelming interest. About one third of the responders would be interested, another third wouldn't and other is fairly neutral about it. Here are more thoughts people had - Stephanie talked about how transitions are hard and that the kids already have a tough time going to LB from preschool or from LB to 4K. Staff isn't jazzed about doing an early drop off. We would need to find 2 coordinators or a teacher and a coordinator. We discussed possibly piloting this in fall of 2018 just for one year to see how it goes. Should we see what the enrollment numbers are after Feb registration and decide in March if we need an incentive/push to entice more people? Maureen made a motion to table early drop off program until March's meeting - Katy seconded the motion and it was approved. Financially the program would need about 8 kids to break even.

PRESIDENT (Jamie for Jess): Moving Sue's office - she wanted to stay out of the conversation. Pros would be she could be the face of MGNS when people first walk in, there would be a sink in the TT room for kids to wash hands, TT would be more a part of the school and it would be helpful for kids who tend to try to run outside. Teresa brought up the idea of having a half door. Cons would be the light - it's so dark in Sue's office and families wouldn't get a warm fuzzy feeling when they're in TT like they do in the current room. There is also no storage in Sue's office like there is in the current TT

room. We agreed that there is no overwhelming reason to move Sue's office and she is in favor of staying, so we took the discussion of moving it off the table.

VICE PRESIDENT (Jamie):

- Parent meeting topics will be Media & Technology and either Simplicity Parenting if Jamie can find someone to do it, or the 3rd options are Discipline Strategies or Movement - 2nd option is TBD by next month's meeting and the meetings will be held in February on likely a Monday and Thursday

TREASURER'S REPORT (Katy): We will be setting next year's tuition at January's meeting. There was no increase in tuition from 2016/2017 to 2017/2018. Katy would like the minutes to reflect that she accidentally used the school's credit card for 4 amazon transactions - she has since paid Sue back by check. She also brought up mobile banking as an option instead of just ACH or check. We all thought it was a good idea to explore other options - possibly PayPal. She is going to look into what other preschools do and will bring options to the board meeting in February.

FUNDRAISING COORDINATORS (Betsy/Mark): nothing to report

EVENT COORDINATOR (Teresa): spring fling set for 4/28

VOLUNTEER COORDINATOR (Erin): Erin has drafts of signups read and they are all the same - she asked if we wanted to do another outdoor work night and Sue said we did and that she would email Erin with a date. We will also add teacher appreciation committee as an option. Betsy asked that the spring fling auction have a set up person on Friday afternoon and a couple volunteers during the auction. Also, if anyone has a griddle we could use for Spring Fling please let Teresa know.

EQUIPMENT & INVENTORY (Zach): Zach asked how responsible MGNS is for removing snow and Sue said it was the church's responsibility - they have ice melter and a shovel in the doorway which we can use if it hasn't been taken care of when teachers/parents arrive. Church has hired a company that is supposed to be taking care of it.

PURCHASING (Donna): nothing to report

ADVERTISING (Maggie): Open house is Feb 3rd - she is going to be doing a burst ad on Hulafrog and Moms in Madison and it will be on the calendar of Madison with Kids. All of the local Next Door sites will have info, she is going to be handing out flyers to parents and yard signs will go out in January. A suggestion was made that Maggie hit up Sun Prairie due to their growth. They will also be going live on FB the morning of Feb 3 around 10am and Stephanie will be live streaming. There will also be some videos of classes.

New Business: None

Meeting Adjourned: 7:59pm
Next Meeting: Jan 8, 2018

