

## **Board of Directors**

April 21, 2014 Meeting Minutes

In Attendance: Gwyn Radtke, Katy Kaufman, Julie Tokheim, Jodi Schmitt, Jessica Carlson, Joe Massian, Stacey Neuman, Margo Duffy, Sue Carr, Diana Roehr, Cori Vandekieft, and Alison Downey

**Call to Order:** Julie called the meeting to order at 7:00 pm.

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

### **Director's Report**

Next year's enrollment: Dolphins and Manatees full; Penguins full; Starfish are full; Seahorses have 10 (6 openings).

We have 7 Toddler Time classes next year—a total of 56 spots. We currently have 21 of those spots filled for session one.

Lunch Bunch applications will go out in May enrollment packet.

Field trips have been planned for all 5 classes. One to Sassy Cow, and one to Aldo Leopold Nature Center.

We have an open house on May 10<sup>th</sup> from 10:30 to 1:30; we are pushing that to fill the remainder of our preschool and Toddler Time spots.

Summer Camp applications—for the last two weeks of June—will go out in brown bags this week.

Sue will be completing her 6<sup>th</sup> and final class for her administrators credential this July. She will have to do a big project that has to do with significant change at the school, so any ideas are welcome.

### **President**

Julie completed and sent out teacher contracts for next year this week. They are due back by May 15<sup>th</sup>.

Our May 12<sup>th</sup> meeting will be our handoff meeting for next year's board members, and our June meeting will instead be a potluck for the current board members, on June 9<sup>th</sup>.

### **Vice President**

All Board positions for next year are filled.

### **Treasurer**

Sue presented the P&L Budget Overview on Peter's behalf. All looks good going into next year. We are considering a window unit AC for our 4K room and are working with the church to figure out installation and removal and electrical costs.

### **Fundraising Coordinator**

Spring Fling was a great success, raising over \$5,000 for the School.

Fired Up Pottery will have a fundraiser for MGNS on Sunday, November 23<sup>rd</sup>. MGNS will receive 30% of all sales that day.

### **Event Coordinator**

Pancake Breakfast part of Spring Fling raised \$900 for the School, with 237 people eating. The idea of also setting out a donation basket at next year's event was discussed. Another idea to improve upon this year was to have printouts of all the items up for bid set out at the tables.

### **Classroom Coordinator**

All volunteer hours are scheduled, and will start recruiting for the August 25<sup>th</sup> cleanup date for next year's parents.

### **Equipment and Inventory Coordinator**

Wagons will be sanded and refinished for the playground.

### **Advertising Coordinator**

Ads will be going into the *Eastside*; *Lake Edge Newsletter*; and the *Herald Independent*. We will have a banner at the Monona Pool all summer. Our open house is May 10<sup>th</sup> and Margo is distributing cards advertising the open house.

**Adjournment**

Next meeting date: Monday, May 12th, in Room 104

Alison Downey