

**Board of Directors
February 9, 2015 Meeting Minutes**

In attendance: Maureen Treichel Sue Carr Margo Duffy
Jodi Schmitt Krista Massian Cori VandKieft
Katy Kaufman Teresa Bentler
Lara Kenny Alison Downey Margo Duffy
Stacey Neuman
Sara Jorgenson Julie Tokheim

Call to Order by Alison at 7:15

Approval of January Minutes: Minutes were approved

Director's Report (Sue Carr): Sue had 6 items for the Board.

Open House: The Open House was successful. This year registration was on two days. First day was for current families to enroll and the second day was for new families to enroll. All classes are full except for Seahorses which has 5 currently enrolled. There are wait lists for many other classes.

Teacher evaluations are being completed next week.

Licensor visit: He visited recently and no issues were written up. He had a few recommendations he shared with Sue.

Vaccinations: The school cannot mandate immunizations at any level. MGNS has 96% vaccination rate for preschool and 4-K. MGNS does not have any information about toddler time vaccination rate.

Young Star Grant: Sue wrote and was awarded a \$1000 grant for the garden. She has ordered the outdoor sitting area items for the garden project.

Age Exception Letters: The Board considered two age exception letters. The Board voted unanimously to allow both children to attend MGNS. One child will be registered for the Starfish class and one will be registered for the Seahorses.

President (Alison Downey):

Garden Committee Update: The committee is looking for information on gardening as they think about the design and which plants to start this spring. The Board had several ideas for the committee.

Erin S (a former MGNS mom) had a big role in the Winnequah garden in Monona.
Oak Hill Correctional will provide plants for free
UW Extension may be able to provide input/advice

BOD Binders/Duties: Every board member should make notes about their position so Alison can work on simplifying and updating job descriptions and binders. Send Alison your notes about your job so she can work on this for the March meeting.

Vice President (Maureen Treichel): Maureen had a quick recap of the parents night. Overall, both nights were good but the positive parenting may have had more new information for parents than the healthy eating night.

Treasurer (Katy Kaufman): Katy presented an item for vote for Toddler Time and Lunch Bunch tuition rates.

Toddler Time: Katy presented a proposal that increases overall cost because the Board voted at a previous meeting to switch from a 12 week to an 18 week session. This increase is not a rate increase. The proposal was on an orange piece of paper. Lara made a motion to approve the proposal, Julie seconded the motion and the Board voted to approve. Sue and Cori abstained from the vote.

Lunch Bunch: Lunch Bunch rates have not been at the desired level this year. The Board considered a proposal (blue handout) to decrease the tuition rate for Lunch Bunch. Current rate is \$6/day. Sue made a motion, Cori seconded and the Board voted unanimously to adopt Option 2. This option has a fee structure that will charge a session rate of \$5.50/day. The drop in rate will still cost \$6/day.

Profit & Loss Sheet: Katy pointed out several items for the Board.

The December numbers for MMSD 4K was off. It was corrected on this month's sheet.

Line items for PRA Account and Health/Flex are wonky. This is because the third party vendor that handles this is not competent. Katy is working on a solution for this problem.

Balance Sheet: At the April meeting the Board should decide the fate of the 10 month CD.

The salary committee will meet between now and the March Board meeting so that decisions can be made at the March meeting.

Fundraising Coordinator (Krista Massian & Sara Jorgensen): Krista reminded the Board that the Spring Butterbraid sale runs from February 20-March 13 and the Butterbraids will be delivered March 25.

The Spring Fling is April 18th and the Board discussed progress and types of items it would like collected for the auction.

The Board voted to spend \$100 to advertise for MGNS at the Capitol View Wednesday Farmers' Market. The ideal date would be June 24 or a date in August. Krista will follow up with the Board at a later date.

Secretary (Lara Kenny): No report

Event Coordinator (Teresa Bentler): The entertainer for Spring Fling is booked but Teresa is a bit worried about volunteers for that event.

Volunteer Coordinator (Jessica Carlson): No report, Jessica was absent

Purchaser (Julie Tokheim): No report

Equipment and Inventory Coordinator (Stacey Neuman): No report

Advertising Coordinator (Margo Duffy): Margo reported that as requested by the Board, the photos on the print advertising will be updated.

New Business: None

Meeting Adjourned

Next meeting is March 9th