

Board of Directors January 11, 2016 Meeting Minutes

In Attendance: Maureen Treichel, Katy Kaufman, Mark Werwie, Jamie Wohlgamuth, Sara Jorgensen, Stacey Neuman, Jesse Pagel, Donna Campanelli, Erin Kernkamp, Kristi Torno-Buske, Sue Carr, Cori VandeKieft, Jodi Schmitt

Call to Order: Maureen called the meeting at 7:12pm

Approval of November Minutes: Minutes were approved.

DIRECTOR'S REPORT (Sue): We are about to finish up our accreditation process. She visited the Starfish class and will be visiting with the Seahorse class, as these were the two classes that had new staff members, and she will sign off on our accreditation after those visits. Sue attended a 4K Directors Meeting. Madison changed their age for kindergarten so that kids can now attend if they turn 5 before Oct 15th and not Sept 1st which will have some implications for some of our 3yr olds who may choose to go straight to kindergarten instead of 4K if they are an "old" 3yr old. Staff decided they have a responsibility to notify parents of the change and information will be going out in the February Newsletter.

Starting in January we added a student in the Penguin class and one in the Seahorse class. For the fall, we have a couple of registrations from current Board Members for the Penguin and Dolphins classes. Our Open House is on Jan 23rd from 10:30 to 1:30pm. Registration for current families, including Toddler Time, is Jan 25th at 8am, and for new families it is Feb 1st.

We raised \$359.61 through the Fired Up Pottery fundraiser and in 2016 it is scheduled for Nov 6th from 11am to 4pm.

February 14th is Appreciation Sunday for the Church.

PRESIDENT (Maureen): Discussion regarding tuition rates and changing the break time for Session I and II for Toddler Time. Currently Session I runs past winter break with a few more classes and then Session II begins. The proposal is to have Session I end at Christmas break and Session II begin when the other classes resume; therefore, the tuition would be higher for Session II because there are more classes during this session. The total tuition charged would be based on the number of classes as well as the length of the class since some classes are 1.5hrs and some are 2hrs. By putting the number of classes on the enrollment form it will make it easier for the parents to see why there is a variance in what is charged depending on the day of the week selected. No increase was done for the 15-16 school year and enrollment has been strong for Toddler Time. Jamie made a motion to approve the proposed 5% rate increase for next year's Toddler Time classes with Cori seconding the motion and approved by unanimous vote by the Board. Discussion regarding Lunch Bunch rates. Cori made a motion to not make any change to the Lunch Bunch rates with Jamie seconding the motion and approved by unanimous vote by the Board.

Discussion regarding an age exception request for next year's Penguin class. Board decided that if there are openings in any of the preschool classes, the exception may be granted; otherwise, the parents can request to enroll their child in January if there is an opening.

VICE PRESIDENT (Jessica): No report. Jessica was not present.

TREASURER'S REPORT (Katy): Reviewed report for 6 months of numbers through December. On track to meet or exceed our financial goals, nothing concerning jumped out.

FUNDRAISING COORDINATORS (Jamie & Sara): Feb 22nd the butter braid sale will begin and will run through March 4th with pickup beginning on March 14th. Willy Street Co-op gift cards are still doing really well. First round we sold \$4000 worth of gift cards, have about \$500 left from \$2000 worth, and once we get through those, we will purchase another \$2000 worth of gift cards. Donation letters will be going out

by the end of the month for the Spring Fling silent auction. Jan 30th from 4:30-6:30 Move & Groove is holding a dance fundraiser for the school and there will be a bouncy house with a suggested donation of \$7-\$10 per family. There was some discussion about making sure there is a waiver for the bouncy house. Sue will follow up regarding this. All proceeds will go directly to MGNS.

EVENT COORDINATOR (Stacey): David Landau is booked for the Spring Fling on April 2nd.

VOLUNTEER COORDINATOR (Erin): Quite a few no shows during first semester, approximately 12 families that didn't make any volunteer opportunities. Email for Spring volunteer opportunities for 4K and preschool went out. Toddler Time will be going out when Session II starts. Slots not filling for Spring Fling Auction team. Volunteers for the dance fundraiser is filled. Sue will work on a draft of a letter to go to parents that are not following through on their volunteer duties to be sent on behalf of the Board of Directors.

EQUIPMENT & INVENTORY (Jesse): Put together the new loft; otherwise, nothing else to report.

PURCHASING (Donna): Nothing to report.

ADVERTISING (Kristi): Advertising in the Herald Independent online and Hula Frog for the Open House. Flyers have been put up. We were reminded to put up our yard signs advertising the school.

New Business: None

Meeting Adjourned: 8:15pm

Next Meeting: February 8th