

MONONA GROVE NURSERY SCHOOL

BOARD OF DIRECTORS MEETING

Monday, January 14, 2019

7:00 PM

In attendance: Katy Kaufman, Sarah Kopczyk, Brian Planey, Zach Barber, Donna Campanelli, Teresa Bentler, Valerie Nyenhuis, Kelly Griseta, Kathryn Mingione, Sue Carr

1. CALL TO ORDER at 7:01pm

2. ROUTINE BUSINESS

1. Approval of Minutes from December 17, 2018
 - a. Valerie made a motion to amend the December 17, 2018 minutes in section 3.1.1.2. to reflect the following change: "Executive Committee agreed to provide up to \$2500 per year for tuition reimbursement, contingent upon them remaining employed at MGNS for two years ~~prior to~~ after disbursement." Maggie seconded the motion. Motion was approved without opposition.
2. Report from the School Director
 - a. Sharon and Willie are "fantastic" as the new building superintendents
 - b. The snow removal procedure is now posted in Sue's office
 - c. MGNS's IT company will be setting up remote access to the desktop in Sue's office for Sue and Brian. This will allow them to share financial data more seamlessly from home in the absence of a school laptop.
 - d. Sue will be attending meeting with MMSD HR at end of January regarding upcoming licensing requirements
 - e. Financial statements are caught up through December 31, 2018

3. ROUNDTABLE CHECK-IN

1. Katy, President
 - a. There will be a vote in February meeting for next year's school calendar. It will still reflect the dates of the MMSD calendar. Let Sue know in the next couple weeks if there are other things to consider before draft is created.
 - b. Wonder of Learning Exhibit: 100 Years of Learning – possible optional board outing to Central Library/Overture. Katy will send a Doodle Poll to determine when most of the group can attend.
2. Theresa, Event Coordinator
 - a. Nothing to add; will communicate with Sue for 2019-2020 special event dates.
3. Sarah, Vice President
 - a. The 2019 Parent Meetings are scheduled for February 19 and 25, both 7pm-8pm; brown bag flyers will go out the week of 1/14.

4. Kelly and Kathryn, Fundraising Co-Coordinators
 - a. Brats on the brain! Will be working with Rackow's Sausage on coordinating sale dates in the coming weeks.
 - b. Kelly and Kathryn plan to meet soon to discuss the possibility of a 1st time fundraising event: MGNS Garage Sale.
 - c. Spirit wear sale is going on now!
5. Valerie, Volunteer Coordinator
 - a. Currently following up with about 8 families on signing up for volunteer spots for the 2nd half of the year.
6. Maggie, Advertising Coordinator
 - a. Advertising for open houses and enrollment times. Flyers going out, HulaFrog, Madison Moms Blog, LVM, and a few others.
7. Donna, Purchaser
 - a. Nothing to report.
8. Brian, Treasurer
 - a. Nothing to report.
9. Zach, Maintenance Coordinator
 - a. Currently working on the laminator, looking good for a positive outcome.

4. ITEMS FOR DISCUSSION

1. Toddler Time offerings in 2019-20; planning for double days
 - a. 2019-20 teacher assignments have not yet been determined, therefore it is best to plan for single days for Fall 2019. A \$25 non-refundable deposit will secure Spring 2020 enrollment.
2. New Scholarship Application
 - a. A draft was provided to the group, all positive remarks; no further discussion.

5. ITEMS UP FOR VOTE

1. Toddler Time rates for 2019-20
 - a. Maggie made a motion to approve the Fall 2019 Toddler Time Tuition Rates as follows:
 - Monday - \$185 (15 class days)
 - Tuesday - \$185 (15)
 - Wednesday - \$175 (14)
 - Thursday - \$175 (14)
 - Friday - \$175 (14)
 - b. Kathryn seconded; motion approved without objection.
2. Lunch Bunch rates for 2019-20
 - a. Much discussion about the drop in/daily rate. Sarah made a motion to approve the drop in rate at \$7. Valerie seconded; motion approved without objection.
 - b. Maggie made a motion to approve the recommended option #2 of \$5.75/day as the session rate. Katy seconded, motion approved without objection.
3. Donor wall display parameters:
 - a. \$2-\$4 for the blocks

- b. \$1.50 per engraving
- c. \$100 minimum donation
- d. Ask donor if they want a block on the wall and how they want to be represented (allowing for “Anonymous”)
- e. Sue will determine a plan as to how to contact all former donors of \$100 or more; would like the display to be up by Spring Fling.
- f. All \$100+ donations get a block, even if donor chooses to remain anonymous.
- g. A formal vote with all the details will occur at the February Board Meeting.

6. ADJOURNMENT at 8:15pm

Next Meeting:
Monday, February 18 at 7:00 PM