

**MONONA GROVE NURSERY SCHOOL
BOARD OF DIRECTORS MEETING**

Monday, April 15, 2019 – 7:00 PM

In Attendance: Zach Barber, Teresa Bentler, Donna Campanelli, Sue Carr, Kelly Griseta, Maggie Jakubczak, Katy Kaufman, Sarah Kopczyk, Kathryn Mingione, Valorie Nyenhuis, Jodi Schmitt, Patrice Stadler, and Sherri Stouffer.

Meeting called to order at 7:06 PM.

ROUTINE BUSINESS:

1. Motion to approve minutes from March 18, 2019 board meeting made by Kathryn, with a second by Maggie. Motion carried, and minutes were approved without discussion.
2. Board received report from the school director in advance of meeting; Sue had nothing additional to note. There was a question regarding the language “tentatively hired” in regard to new Manatee teacher, and Sue clarified that since no contracts have yet been signed, all teachers are “tentatively hired.” Katy added that contracts typically go out in May.
3. Board received financial statements through March 31, 2019 in advance of meeting. There were no questions or comments.

ROUNDTABLE CHECK-IN:

1. Katy (President):
 - a. Some context for bylaws amendment coming later in the meeting was shared:
 - i. Kathryn will become the Board President at the end of the 2019-2020; she will remain as fundraising co-coordinator for 2019-20. We will also add President-Elect to her title for the next year, and Kathryn will be included in executive committee business.
 - ii. Kelly also intends to serve one (and only one) more year as fundraising coordinator.
 - iii. Valorie is ending her board service in May 2019.
 - iv. Taken together, along with the fact that we have many experienced members rotating off the board in May 2020, and also many strong candidates interested now in board positions for 2019-20, there will be a bylaw revision proposed later to set up MGNS for best possible transition in May 2020.
 - b. Everyone was encouraged to review their board job description to make sure it accurately reflects their responsibilities. Edits and additions should be shared with Sue no later than May 1.
 - c. This is a busy time of year for the school and the board, and people were acknowledged for all the effort they are putting in at this time.
2. Sue (School Director): Pass.
3. Valorie (Volunteer Coordinator): Garden boxes got done today.
4. Kelly/Kathryn (Fundraising Coordinators):

- a. *Spring Fling*: Auction for Spring Fling went live this morning. All were encouraged to share the link with friends and family; anyone can bid even if they cannot make it to the actual Spring Fling event. Set up for event is Friday the 26th.
 - b. *Brat sale*: Brat pick up is May 1 and 2. Sold approximately 100 more packages than last year. Board members encouraged to pick up their orders on Monday, April 29 in the afternoon to save on freezer storage space for other orders.
5. Zach (Equipment and Inventory Coordinator):
- a. Donor wall was approved by LEUCC. Wall should be up, ready, and on display by Spring Fling.
 - b. Additional projects approved by church were outlined in the Directors Report.
 - c. A small drywall repair in Fellowship Hall is planned.
 - d. A small basketball hoop is ready to install outside.
 - e. There will be new hooks for smocks in TT room.
6. Donna (Purchaser): Wondering if some things that are ordered in larger quantities or more frequently should be ordered online and in bulk. Will work with Sue/the teachers to determine what should be ordered, when and where to store it.
7. Maggie (Advertising Coordinator): Pass.
8. Teresa (Events Coordinator):
- a. Registration forms for Spring Fling will go out in brown bags this week.
 - b. Menu to stay the same, but prices increased by \$1 for all; kids two and under are still free.
 - c. Teachers will also send form in email wrap-ups to their families in hopes that they can bring in their forms when they come to school, rather than waiting until they get it in their brown bags.
 - d. Teresa plans to email volunteers as a reminder with a general note about duties.
 - e. Asked the group to lend us griddles for pancakes.
9. Sarah (Vice President):
- a. Meeting with team of parent volunteers later this week to plan teacher appreciation week.
 - b. Working on board recruitment for next year's board.

ITEMS FOR DISCUSSION:

1. Draft of FY2020 budget were shared in advance of meeting. Brian were absent; Sue and Katy fielded questions and comments. Those included:
 - Can we pay a year's worth of rent in advance and get a discount?
 - Why is the web hosting figure so different from year to year? We pay this contract every 3 years.
 - Can we increase the budgeted amount for parent meetings, so that we can provide childcare and improve the quality of the speakers? Requested \$500 in total for that line item.
 - Why is the T-shirt expense so different? Budgeting decrease because we spent additional money this year for special 60th anniversary shirts.
 - Sue clarified re the subcontractors line item that we are only planning yoga for all classes next year, with no plans at this time to offer Spanish. Maggie suggested we keep it where it is in order to afford other programming that her committee might plan and propose.

- Zach pointed out that as we improve our physical space, we will need to create room in the budget to make agreed upon improvements.
2. End-of-year parent surveys will be sent in May; interested board members were encouraged to suggest additions and/or edits to what was sent last year. Katy will print copies of last year's surveys and leave them in Sue's office for review. Committee chairs will certainly have questions to add about their respective areas of work.

ITEMS UP FOR A VOTE:

1. Addition of a third fund-raising position on the board:
 - a. Re Article V. Board of Directors - Organization:
Suggestion to delete "the eleven officers" and add "between 11 and 15 members as" in its place.
 - b. Re Article VI. Board of Directors – Members & Duties:
Suggestion to add "as well as up to 4 at-large members along with" teaching staff and the School Director. Also to add "All members are voting members; refer to Article V, Item G – Voting, for information about how votes will be weighted."

Maggie made a motion to approve these suggested revisions, and Kathryn provided a second. Motion carried with unanimous support.

2. Revisions to the salary scale:
Revision was included in advance packet. Jodi pointed out an error in language on that version. Valorie made a motion to approve the salary scale with the following single word change in the section about tenure: replace the word "beginning" with the word "completion." Kelly seconded the motion, and the motion carried with unanimous support.

Meeting adjourned at 8:17 PM. Committees then had an opportunity to meet and begin work.

Next board meeting is Monday, May 20 at 7:00 PM with all outgoing and incoming members.