

Monona Grove Nursery School
Board of Directors Meeting
Monday, December 19, 2022
7:00pm

In attendance: Kathryn Mingione (President), Sarah Hackett (Alumni Coordinator), Erin Drewes (Teacher), Sue Carr (School Director), Juli Huston (Teacher), Beth Kernan (Vice President), Nicole Smialek (Events Coordinator), Clint Cecil (Fundraising Coordinator), Denay Czerniecki (Fundraising Coordinator), Brooke Logan (Treasurer), Maria Keegan (Advertising Coordinator), Robin Smekal (Volunteer Coordinator), Chyna Benzine (Equipment and Inventory Coordinator), Sara Brelie (Secretary)

1. Call to Order

President Kathryn Mingione called the meeting to order at 7:03pm.

2. Routine Business

- a. Approval of Minutes from November
Brooke moved to approve the minutes as submitted, and Beth seconded the motion. The November minutes were approved unanimously, without changes.
- b. Report from the School Director
Sue had nothing to add to her written director's report. There was a discussion of open enrollment dates and the Open House. Sue clarified that the Board is not expected to attend the Open House. Sue plans to make the January newsletter all about enrollment.
- c. Financial Reports
There were no questions about the reports. Brooke stated that she had no concerns about budgeted versus actual expenses for the year at this time.

3. Roundtable Check-In

- a. Alumni Coordinator Sarah Hackett reported that she sent the end-of-year alumni email, but it seems to have gone to people's spam folders. There was a discussion of ways to improve this for spring and get the winter email out via social media.
- b. Vice President Beth Kernan have an update on parent meetings for the spring. There is one set in February on the topic of regulation as a family, particularly addressing dysregulation in the context of covid. Beth has also reached out about a talk re: setting parental boundaries. There was a discussion about whether to go with the same person who is doing the other talk or continue to reach out to others. Beth will pursue a second presenter for a little longer and we will discuss again at the January meeting. There was also a discussion of two other possible parent talks - one about finances and one about the

kindergarten transition. Sue plans to organize a talk about finances and Sarah Hackett plans to set up a kindergarten transition panel.

- c. Fundraising Coordinator Clint Cecil reported on what MGNS made from the hockey game and Ians. Denay reported that spring fling letters asking for donations have been sent out, and electronic requests will go out soon.
- d. Treasurer Brooke Logan reported that she has been looking onto ways to invest some money since we have a consistently healthy amount of cash on hand. Specifically, she has been speaking with someone about investing some money in staggered CDs. Kathryn made a motion to put money into three CDs - one 6-month, one 12-month and one 18-month through Madison Wealth Partners. The motion was seconded by Sarah Hackett and it passed unanimously.
- e. Maria Keegan brought up the yard sign extravaganza and there was a discussion about how to sign up and distribute signs, as well as a social media blitz. People will be encouraged to post pictures with the signs because whoever does will be entered into a drawing to win a pizza party.
- f. Volunteer Coordinator Robin Smekal reported that volunteer signups for spring are ready to go out. There are currently two more slots than there are families required to sign up. Toddler time families may end up filling those slots.
- g. Equipment and Inventory Coordinator Chyna Benzine reported that she is aware of some maintenance requests that she has not gotten to while her family has been sick. She will get to them in the near future.
- h. President Kathryn Mingione highlighted that Board recruitment starts in Jan/Feb. She asked Board members to let her know who intends to stay or not stay on the Board next year.

4. Items for Discussion

- a. Update on lease and meetings with LEUCC
Voting - Kathryn summarized the meeting with the Lake Edge United Church of Christ BBB committee last Wednesday. We can expect February and April elections to be held in the building again. November went well and there were no significant issues other than long lines. The current intent is for MGNS to stay open the February and April election days. MGNS's lease was also discussed.
Lease - MGNS currently has a lease through 2025, but the BBB has asked MGNS to consider increasing the rent that was previously agreed upon in light of the fact that MGNS pays rent below the market rate and the church needs more money. The church is considering giving MGNS more space and installing a locked door to separate the school from the rest of the building, as well. The BBB understands that MGNS will not consider any changes to the lease until the end of our fiscal year in summer 2023. The Board discussed possibilities for increasing rent.
- b. New policy regarding retirement match

Kathryn highlighted some proposed changes to the current policy based on moving from to an individual IRA model. MGNS cannot match more than 3% for the new accounts, and the current policy is a 4% match. For employees currently taking advantage of the 4% match, there will be a July bonus to cover the difference for this year. There was also a discussion of changing the policy to eliminate the 6-month wait for retirement benefits after employment begins for retirement benefits. Kathryn made a motion to approve the new language as proposed. Maria seconded the motion, and it passed unanimously.

c. First look at Fiscal Year 2024 budget

There was a brief discussion of the proposed budget. Brooke highlighted that she has already started working on the 2023-24 budget, but it currently has holes for some big items like rent that are still under discussion. The Board will continue working on this in January and beyond.

5. Adjournment

Beth made a motion to adjourn the meeting. Kathryn adjourned the meeting at 8:12pm.

Next Meeting: Monday, January 9, 2022 (*2nd Monday due to MLK Day)