

**Monona Grove Nursery School  
Board of Directors Meeting  
Monday, February 20, 2023  
7:00pm**

**In attendance:** Kathryn Mingione (President), Sue Carr (School Director), Jodi Schmitt (Teacher), Sarah Firchow (Teacher), Dawn Van Horn (Teacher), Denay Cz (Fundraising Coordinator), Juli Huston (Teacher), Nicole Smialek (Events Coordinator), Brooke Logan (Treasurer), Robin Smekal (Volunteer Coordinator), Maria Keegan (Advertising Coordinator), Elise Gokey (Member at Large), Sarah Hackett (Alumni Coordinator), Sara Brelie (Secretary), Beth Kernan (Vice President)

**1. Call to Order**

President Kathryn Mingione called the meeting to order at 7:05pm.

**2. Routine Business**

- a. Approval of Minutes from January  
There were no questions or concerns about the minutes. Sarah Hackett made a motion to approve the minutes as submitted. Brooke Logan seconded the motion, and it passed unanimously
- b. Report from the School Director
  - i. Enrollment Update - School Director Sue Carr reported that enrollment is looking great, and the open house went well. The open house was slow at the end, so staff discussed running the open house from 9-12 next year instead of 10:30-1:30. Summer camp sign ups for summer 2023 will begin soon, with info in the March newsletter. Sue mentioned that the testimonial that goes out to new and prospective parents is several years old. Elise Gokey volunteered to write an updated testimonial.  
Sue also passed out a handout from a March 2019 strategic planning session, which included notes from meetings at that time about the possibility of moving and/or building ownership
- c. Financial Reports - Treasurer Brooke Logan reported that she had no big highlights for this month. Money was transferred to 15mo and 22mo CDs. The current proposed budget numbers reflect a possible 20% rent increase and the \$1000 for Fellowship Hall.

**3. Roundtable Check-In**

- a. Kathryn congratulated Beth on a great parent meeting earlier in the month, and Maria for a successful yard sign extravaganza. Sue mentioned that several people reported on applications to join the school that they had heard of MGNS from a yard sign.
- b. Fundraising Coordinator Denay discussed the spring brat sale. There have been some issues with the usual company, and Clint has been doing research into Stoddards as an alternative. The Board discussed the fact that interesting flavors are an important draw for the fundraiser. Clint and Denay will compare options and make a decision.

- c. Advertising Coordinator Maria Keegan reported that current families will be asked to bring yard signs back this week and next. Signs in other families' yards will be picked up over the next couple of weeks, as well. Sue plans to figure out who posted a picture of their yard sign on social media, and there will be a drawing for the pizza party prize. The winner will be announced in the next newsletter.
- d. Alumni Coordinator Sarah Hackett reported that she is planning to get an email to alumni out soon, but she plans to check in with Clint to try and make sure it does not go to people's junk mail. Sarah also gave an update on the building search team - she is planning to make calls to local churches in the near future. Sue suggested having a zoom meeting with the committee to make a plan.
- e. Vice President Beth Kernan reported that the second parent meeting is scheduled for Match 8. There was a discussion about whether a recording would be appropriate for parents who are not able to make it.

#### **4. Items for Discussion**

- a. Update from building search team - this update was part of the roundtable discussion.
- b. Draft Lease from LEUCC for FY24. Proposal from LEUCC for lease change for Fiscal Year 2024 (increase of 20% instead of 3%)
  - i. Motion from 1/23/2023:
    - (1) Agree to LEUCC's proposed 20% increase in rent for one year beginning in fiscal year 2024, with a lease that reflects a more traditional landlord-tenant relationship. A lease with the increased rent would include a lump sum advance payment of \$4000, and the total fiscal year 2024 rent would be \$22,845, including \$1000 for Fellowship Hall. Before finalizing the 20% increase or a lump sum payment, the Board will need to see and approve a more detailed lease agreement.
    - (2) Leases beyond fiscal year 2024 will remain unchanged, with a plan to consider further increases in one year and receive regular financial reports from LEUCC throughout the year to understand how their fiscal stability is improving or declining.
    - (3) Form a subcommittee to explore options for the future.

The Board discussed the proposed lease drafted by LEUCC at length. Several concerns were noted regarding provisions other than the proposed rent increase. As currently drafted, the proposed lease seems to change many terms outside of the lease amount. The Board decided that the current proposed lease makes the motion from the February meeting unnecessary at this time. Several concerns were noted.

- c. Fiscal Year 2024 budget updates

#### **5. Items Up for Potential Vote**

- a. How to proceed with proposal from LEUCC to change lease terms for FY 2024 (July 1, 2023 -June 2024)  
 After a lengthy discussion, Robin moved to reject the proposed lease. Beth seconded the motion, and it passed unanimously. Sue will send an email to the appropriate people at LEUCC know about the decision, with an invitation to learn more about the Board's concerns if they want to.

**6. Adjournment**

President Kathryn Mingione adjourned the meeting at 8:28pm.