

**Monona Grove Nursery School
Board of Directors Meeting
Monday, April 17, 2023
7:00pm**

In attendance: Kathryn Mingione (President), Sarah Firchow (Teacher), Jodi Schmitt (Teacher), Sue Carr (School Director), Nicole Smialek (Events Coordinator), Robin Smekal (Volunteer Coordinator), Brooke Logan (Treasurer), Maria Keegan (Advertising Coordinator), Chyna Benzine (Equipment and Inventory Coordinator), Sara Brelie (Secretary), Elise Gokey (Member at Large), Beth Kernan (Vice President)

1. Call to Order -President Kathryn Mingione called the meeting to order at 7:04pm.

2. Routine Business

- a. Approval of Minutes from March - Beth moved to approve the minutes as submitted. Robin seconded the motion, and it passed unanimously.
- b. Report from the School Director - There were no questions about Sue's report. Sue reminded everyone that 4/24 is the deadline for newsletter submissions for May/June.
- c. Financial Reports - Treasurer Brooke Logan reported that she has no concerns about the budget/finances. Right now, income looks low for the year but she has not put in Spring Fling money or the last MMSD payment. Summer camp numbers are also currently incorrect, but will be correct before the May meeting.

3. Roundtable Check-In

- a. Spring Fling – Recap - Kathryn summarized - the Spring Fling was a great event, with huge turnout. Events Coordinator Nicole Smialek recapped some attendance numbers (181 total attendees) and estimated expenses, which were significantly lower than registration fees + raffle tickets.
Suggestions for next year included having more/bigger griddles, and emphasizing beginning pancake prep right away because most families arrive right at 9am. A discussion was had about building in extra parent volunteer slots if possible, so that teachers are able to mingle with families.
- b. Kathryn reminded everyone that this is the last meeting before the transition meeting in May, where incoming Board members will also be in attendance. Now is the time to update position descriptions.
- c. Volunteer Coordinator Robin Smekal asked for input about how to handle parents who do not fulfill volunteer responsibilities. Sue discussed things the school has done in the past to address parents not doing volunteer duties. A discussion was had about options going forward, including creating a buffer of extra slots for events like the Spring Fling and Meet and Greet. Suggestions were made to give parents a responsibility like cutting out shapes for classrooms that they can complete on their own time if they do not show up for other volunteer duties. A separate suggestion was made that the volunteer coordinator can be in charge of volunteers at events like the Spring Fling, so that there is a central person for them to report to and get assignments from.

4. Items for Discussion

- a. Updates from Building Search Committee - Robin and Chyna gave a report about locations they have visited and have plans to visit. So far, everything would need significant work before it would be suitable for MGNS - they have been making more specific notes about locations after visits.
Kathryn gave a separate update from a meeting with LEUCC and future possibilities for the Church building.
- b. 2023-2024 Calendar
- c. Operating Budget - Fiscal Year 2024 (July 1, 2023 - June 30, 2024) - Treasurer Brooke Logan highlighted that there will be some changes after tonight, even though the budget is ready for a vote tonight. The Board decided to increase expected income from Spring Fling to \$4500 to conservatively reflect consistently higher silent auction earnings in recent years. It was also decided that there will not be a summer camp budget because summer camps have not always been offered every year. Extra money will be allotted to the Capital projects fund to reflect the uncertainties of the upcoming year in terms of building and moving costs. Lunch bunch will be bumper up to 14 projected attendees.

5. Items Up for Potential Vote

- a. FY24 Operating Budget Approval - Kathryn made a motion to approve the proposed operating budget, with the following changes:
 1. Approval of the \$10,000 capital fund budget
 2. Removal of Summer Camp
 3. Update of Lunch Bunch from 12 to 14 kids
 4. Increase of Spring Fling expectation to \$4500Beth seconded the motion, and it was approved unanimously.

6. Adjournment

Beth moved to adjourn the meeting, and Elise second the motion. The motion passed unanimously, and President Kathryn Mingione adjourned the meeting at 8:34pm

Next Meeting (last meeting of the school year!): Monday, May 15, 2023