

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

**In attendance:** Kathryn Mingione (President), Brooke Logan (Treasurer), Jake Kozelek (Member-at Large), Robin Smekal (Volunteer Coordinator), Maria Keegan (Advertising Coordinator), Denay Czerniecki (Fundraising Coordinator), Claire Shurtz (Fundraising Coordinator), Chyna Benzine (Alumni Coordinator), Claire Huntley-Schwartz (Equipment Coordinator), Sara Brelie (Secretary), Juli Huston (Teacher), Sue Carr (School Director), Patrice Stadler (Teacher), Jodi Schmitt (Teacher)

**1. Call to Order**

President Kathryn Mingione called the meeting to order at 7:08pm

- a. Introductions & welcome new board members!  
All Board Members in attendance introduced themselves to the group.
- b. Sign and return Code of Ethics & Duty of Confidentiality forms (forms were provided at meeting)

**2. Routine Business**

- a. Approval of Minutes from May  
Brooke moved to approve the May meeting minutes as presented. Robin seconded the motion, and it passed unanimously.
- b. Report from the School Director  
School Director Sue Carr highlighted that Toddler Time numbers are much improved - all days are nearly full! Last year's parent survey results were shared with the Board - results were mostly positive. Staffing for next year is looking good - Kate and Juli will co-teach morning and afternoon 4K. Sue is still looking for a yoga teacher, and she has booked two sessions with a naturalist for next school year. Sue also gave an update on continued discussions with involved parties about the possibility of staying in the building after next year and about the logistics of moving.
- c. Financial Reports - Treasurer Brooke Logan gave a big picture overview of the budget looking back at FY2023 and forward to FY2024.

**3. Roundtable Check-In**

- a. Fundraising Coordinator Denay Czerniecki reported that Ians donation night is set for 11/15. A Culvers night is still in the works. Fundraising dates and opportunities will be folders that go out to families in August. The Board discussed the \$60 buyout option, which has not changed in many years. The Board decided to increase the buyout option to \$75 for next year. Denay and Claire decided to drop both the Jellyfish Jaunt and the Fired Up Pottery fundraisers for the coming school year. They have discussed new fundraising options, as well, including an ice cream date night. A suggestion was made to work on a

parents night out, and logistics for providing childcare outside of school hours were discussed.

- b. Advertising Coordinator Maria Keegan reported that MGNS won Best of Child Care Monona 2023!
- c. Volunteer Coordinator Robin Smekal opened a discussion about volunteer duties for families next year. At first glance, it looks like we have approximately 65 students, which means about 13 more slots are needed for signup. The Board discussed what slots could be added to the list for next year, including the possibility of adding jobs, adding slots for cleaning and adding slots to events.

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

- a. Updates LEUCC Meetings in June - Sue attended the June LEUCC meetings, and Kathryn included LEUCC's meeting minutes in the packet. In the end, the LEUCC congregation voted to give the church to the UCC conference, with the hope that the conference will work something out with CTSR to eventually own the building.
- b. Updates from Building Search Committee - As discussed in the May meeting, the team identified the best possible space to move to if a move is necessary. There is an issue with playground space being inadequate for licensing, but otherwise the space meets licensing requirements.
- c. Prep items for Parent Meeting on Tuesday, August 29 - Parent meeting is set for August 29. Kathryn highlighted that the Board will be introduced at the August parent meeting. Board Members should let Kathryn know if they want to say more at the meeting.
- d. COVID Policy - continue with flow chart protocol or add to list of communicable diseases? Teachers reported that there were very few COVID cases last year so it was not a big deal. The Board discussed aspects of the Covid policy like testing requirements in light of testing being less available/no longer free. The decision was made to revisit the policy in August.

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

- a. COVID Policy for 2023-2024  
The Board decided to discuss and vote on this issue in August.

#### **6. Adjournment**

Chyna made a motion to adjourn the meeting, which was seconded by Robin. The motion passed unanimously. President Kathryn Mingione adjourned the meeting at 9:05pm.

**Next Meeting: Monday, August 21, 2023 @ 7:00pm**