

Monona Grove Nursery School
Board of Directors Meeting
Monday, October 16, 2023
7:00pm

In attendance: Kathryn Mingione (President), Beth Kernan (Vice President), Sara Brelie (Secretary), Brooke Logan (Treasurer), Sue Carr (School Director), Robin Smekal (Volunteer Coordinator), Maria Keegan (Advertising Coordinator), Nicole Smialek (Events Coordinator), Claire Schurtz (Fundraising Coordinator), Denay Czerniecki (Fundraising Coordinator), Juli Huston (Teacher), Chyna Benzine (Alumni Coordinator), Sarah Firchow (Teacher), Jake Kozelek (Member at Large)

1. Call to Order

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

2. Routine Business

- a. Approval of Minutes from September - Robin moved to approve the minutes as presented. The motion was seconded by Brooke, and it passed unanimously.
- b. Report from the School Director - School Director Sue Carr highlighted that a new copier was purchased, the repainted doors look good, and a contract for new doors inside the building have been signed. Brooke recognized that Sue has worked hard to obtain grants and other money for the doors to be installed as additional security keeping the school separate from the rest of the church. There was a brief discussion about whether additional parking spaces might be available for parents to use during drop-off and pick-up now.
- c. Financial Reports - Treasurer Brooke Logan reported that there is nothing concerning about the budget numbers. There were no questions about the report from the Board.
 - i. New CD opened end of September - Brooke reported that after the last meeting, she was able to secure a CD with a particularly good interest rate that will mature next October.
 - ii. Maturing CD on November 2 - Brooke brought up a CD that matures next month. She proposed that since the cash situation is good and another CD matures in May, the money should be reinvested into the highest rate option at the time of maturity.

Brooke made a motion to cash out the 9mo CD when it matures and reinvest it into the CD with the highest yield at that time. The motion was seconded by Kathryn, and it passed unanimously.

3. Roundtable Check-In

- a. Alumni Coordinator Chyna Benzine reported that she now has access to the alumni account, and she plans to send an email out to alumni in early December.
- b. Fundraising Coordinators Denay and Claire reported that the butter brain fundraiser was successful. There is a Culvers dine-out night 10/24 and Ians 11/15. Sue suggested that silent auction info should be in the December newsletter to alumni.
- c. Events Coordinator Nicole gave an overview of the Meet, Greet and Eat - everyone who signed up showed up, with most showing up for the first hour. A discussion was had about whether to start and end the event slightly earlier, whether to continue staggering pizza delivery times and how to organize shifts for volunteers. Overall, the Board felt the event went smoothly.
- d. Volunteer Coordinator Robin Smekal reported that so far, two families have failed to show up for volunteer shifts. Remaining volunteer shifts this semester have been filled, so the Board discussed possible additional options.
- e. Vice President Beth Kernan updated the Board about parent meetings. There is someone on Board for a February talk about behavior and regulating emotions. The Board discussed a person from Seattle who does virtual talks kids and technology because it has been difficult to find someone local.
- f. School Director Sue Carr brought up a possible additional, optional parent meeting watching the movie Chasing Childhood and discussing. The possibility of inviting other organizations in the building to attend was discussed.

4. Items for Discussion

- a. Update on CTSR transition - Sue reported that most of her update on the building transition is in her report. There will be more to report at the next meeting.
- b. Building security
 - i. Door update - contracts for the door have been signed, and Sue is trying to have them installed over winter break, but the installation may have to happen later.
 - ii. Election day - LEUCC has set up for this in the past, but MGNS may have to be more proactive this time to ensure gates, signs and barriers are set up the way they have been before.
- c. Parent Meeting in November? Beth is still trying for a November parent meeting, but nothing concrete is on the calendar.
- d. Toddler Time - full year registration - Sue brought up the possibility of moving Toddler Time registration to the same timing and system as preschool classrooms. Currently, it takes up a lot of time for Sue. This would mainly change registration by having parents register for a full year and pay monthly instead of registering and paying one semester at a time. The Board was supportive of the shift. Brooke will factor this change into tuition projections and proposals for next year.

5. Potential Items Up for Vote

- a. 9 mo. CD - reinvest or cash out - The Board voted on this as part of the discussion of Financial Reports from the Treasurer.

6. Adjournment - Beth moved to adjourn the meeting. Robin seconded the motion, and it was approved unanimously. President Kathryn Mingione adjourned the meeting at 8:08pm.