

**Monona Grove Nursery School  
Board of Directors Meeting  
Monday, December 18, 2023  
7:00pm**

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

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

2. **Routine Business**

- a. Approval of minutes from November - Robin Smekal moved to approve the minutes as presented. Brooke Logan seconded the motion, and it passed unanimously.
- b. Report from the School Director - There were no questions about the written report. School Director Sue Carr highlighted that doors would be installed over winter break. There have been some recent sewer issues in the building due to flushed wipes. MGNS students are potty trained and the church is aware that MGNS is not flushing wipes. Building ownership negotiations are moving along.
- c. Financial Reports - Treasurer Brooke Logan reported that everything looks good and on track.
  - i. First look at budget for FY25 - Brooke went over her report and highlighted some of her numbers. The Board did not have questions.

3. **Roundtable Check-In**

- a. Kathryn reminded everyone about the January newsletter deadline. She will begin the process of recruiting for next year's Board in that newsletter.
- b. Alumni Coordinator Chyna Benzine sent out her first email to alumni, and it seems like people received it in their inboxes.
- c. Fundraising Coordinators Denay Czerniecki and Claire Schurtz reported that they have sent out over 100 emails and a few paper forms for Spring Fling donations. Some donations are already rolling in. There is also a dine-out event at Waypoint Public House that will give us 10% of all proceeds that day. As part of that event, there will be an artist making a painting for each classroom that will be for sale. That event will be February 20. There is also a Chipotle night at Monona Chipotle on March 19. April is the Spring Fling, and there will be a brat sale with or without pretzels in May. Ian's night is scheduled for June 3. Denay and Claire are also still considering possible Lil Badger participation in the spring, but that would require some organization and effort to collect donations and prepare them for sale.
- d. Equipment and Inventory Coordinator Claire Huntley-Schwartz reported there are plans to install a chalk board outside and repaint the outside stage. She invited teachers to send classroom requests.

- e. Vice President Beth Kernan reported that parent meetings will be Monday, February 5 at 7pm and Wednesday, March 6 at 7pm. CPR is not a parent meeting but is set for January 20 with Kathryn.
- f. Sue reported that Monona Public Library is offering to do a jammies story evening. The library would promote library cards and programs at the event. Several members of the Board expressed enthusiasm for this idea.
- g. Advertising Coordinator Maria Keegan reported that she just started an ad with Monona Thistle, and a graphic designer is working on something so MGNS can do a full page ad.

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

- a. Update on CTSR transition - Sue has nothing to add to her report
- b. Yard Sign Extravaganza - Maria updated the google doc. So far there are not a lot of signups, but that is not abnormal during the holiday season. At this point, it seems like we have enough volunteers to distribute to people who need signs delivered. The Board discussed and agreed to let go of the pizza party incentive for posting and tagging on social media.
- c. Brooke Logan staying on as volunteer treasurer for fiscal year 2025 (through June 30, 2025) - Kathryn explained that Brooke will not have a student enrolled, but she has volunteered to stay on next year as treasurer next year. This seems like a positive possibility because the treasurer position has a steep learning curve and we have a new landlord and possibly lease between now and next year. Brooke expressed her willingness to stay on, and then she left the room for the Board to discuss.
  - i. Kathryn moved that Brooke remain treasurer through fiscal year 2025. Beth seconded the motion. There was a discussion of Brooke's willingness to take this on as a volunteer. After discussion, the motion passed unanimously.

**5. Adjournment** - Claire Huntley-Schwartz moved to adjourn the meeting. The motion was seconded by Maria. Kathryn adjourned the meeting at 7:49pm.