

**Monona Grove Nursery School  
Board of Directors Meeting  
Monday, February 19, 2024  
7:00pm**

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

1. **Call to Order** - President Kathryn Mingione called the meeting to order at 7:06pm.

2. **Routine Business**

- a. Approval of minutes from January
  - i. Juli pointed out a typo - member at 'larger' should be member at 'large'
  - ii. Kathryn - pointed out that the reference to a new purple door should maybe just say 'new door'
  - iii. Claire Huntley-Schwartz made a motion to approve the minutes as presented with those two changes. Beth seconded the motion, and it was approved unanimously.
- b. Report from the School Director - Sue highlighted a few notes from her report. Enrollment looks good, and MGNS hired Kathryn as a yoga teacher for the rest of this school year. The Board discussed updates from the LEUCC potential building sale.
- c. Financial Reports - Treasurer Brooke Logan summarized her reports. There were no questions from the Board.

3. **Roundtable Check-In**

- a. Vice President Beth Kernan reported that the first parent meeting went well, and the presenter opted to donate her time.
- b. Equipment and Inventory Coordinator Claire Huntley-Schwartz reported that she plans to continue in the same position next year and she feels able to work on some projects over the summer if teachers have requests.
- c. Brooke reported that work has begun on taxes.
- d. Fundraising Coordinators Claire Schurtz and Denay Czerniecki reported that donations continue to come in for the Spring Fling silent auction. The Waypoint fundraiser is tomorrow, and Chipotle is on the schedule for 3/19. Ian's will be 5/22. The plan is to partner with the same place as in the past for brats, and Denay is checking on doing pretzels at the same time.
- e. Advertising Coordinator Maria Keegan reported that the yard sign extravaganza is wrapping up, she is working on ads in neighborhood newsletters.

#### 4. Items for Discussion

- a. Board Roles & Recruitment for 2024-2025 - Kathryn reported that we are in pretty good shape. Many people are returning to the same roles, and Maria Keegan will be president next year. Still searching for a few people, including a VP who feels willing and ready to take on the presidency.
- b. Updating board role descriptions
  - i. Please go into shared drive and look at role descriptions. Make any updates needed.
  - ii. Think about if there are any tasks that should be reallocated. Would some tasks make more sense for a person in a different capacity? Discussion of some role reallocation of duties that might make sense.
- c. Update on CTSR transition - already discussed
- d. Spring Fling Prep - Events Coordinator Nicole Smialek discussed plans and needs for the Spring Fling. Last year brewing coffee was a bit much, so she asked Board members to reach out for brewed coffee donations. Board members made suggestions for fruit to buy fresh and cut, and Nicole will choose 2-3. Nicole asked about buying some griddles that are reliable instead of relying on donations, and the Board agreed that was a good plan. Teachers will all be at the event, and their role is to mingle rather than cook. There is a parent volunteer to deal with raffle stuff. Sue will create a play list for the time when David Landau is not performing. Registration this year will be online only this year because very few people used paper forms last year

#### 5. Potential Items Up for Vote

- a. None at this time

6. **Adjournment** - Beth made a motion to adjourn the meeting. The motion was seconded by Denay. President Kathryn Mingione adjourned the meeting at 8:26pm.

*Next Meeting:*

**Monday, March 18, 2024 @ 7:00pm**