

Monona Grove Nursery School
Board of Directors Meeting
Monday, March 18, 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 Brellie (Secretary), Maria Keegan (Advertising Coordinator), Chyna Benzine (Alumni Coordinator), Nicole Smialek (Events Coordinator), Jake Kozelek (Member at Large), Robin Smekal (Volunteer Coordinator), Sarah Firchow (Teacher), Patrice Stadler (Teacher), Jodi Schmitt (Teacher), *via zoom:* Claire Schurtz (Fundraising Coordinator)

1. Call to Order - President Kathryn Mingione called the meeting to order at 7:05pm.

2. Routine Business

- a. Approval of minutes from February - Beth moved to approve the minutes from the February meeting as presented. Robin seconded the motion, and it passed unanimously.
- b. Report from the School Director - School Director Sue Carr highlighted that all preschool classrooms are now full, with a few families on the waiting list who are not in classrooms. Toddler Time is also filling up. Sue also mentioned that after the second parent meeting of the year, 12 families have not attended either meeting. Parent education/meetings are not a requirement for parent cooperatives, so Sue proposed changing the wording of the requirement to be less stringent and not worrying about consequences for families that do not make it. The Board was supportive of that plan going forward.
- c. Financial Reports - Treasurer Brooke Logan reported that there is nothing surprising or concerning in the financial reports. She has updated the proposed budget for next year based on decisions from the closed session. There will be a potential vote in April to finalize the proposed budget.

3. Roundtable Check-In

- a. Equipment and Inventory Coordinator Claire Huntley-Schwartz gave an update on her projects. The chalkboard is working out well, and stage painting is in the works.
- b. Vice President Beth Kernan is starting teacher appreciation planning and invited parents on the Board to reach out if they want to help
- c. Volunteer Coordinator Robin Smekal gave an update about Spring Fling volunteers. All slots are filled and she has recruited two backup volunteers if anyone backs out at the last

minute.

- d. Treasurer Brooke Logan reported that taxes are in progress and should be done by the April meeting
- e. Spring Fling & Silent Auction - Events Coordinator Nicole Smialek reported that registration for the Spring Fling has been open for a week and 9 families have registered so far. Since the last meeting, Nicole found and bought four large griddles on sale. She does not yet have any leads on brewed coffee donations - anyone with ideas or leads should let Kathryn and/or Nicole know. Otherwise she will look into buying brewed coffee.
- f. School Director Sue Carr reported that raffle tickets are already selling well. Board members who want to can donate fun items for kids to the raffle.
- g. Kathryn gave an update for Fundraising Coordinator Claire Schurtz, who was attending the meeting via zoom - 126 items have been donated to the auction so far. The brat sale is also planned to coincide with selling pretzels. Signups will go out in the first week of April with delivery in May. MGNS will get 20% of brat sales and 50% of pretzel sales. There is a Chipotle dine-out night tomorrow and Ians dine-out night May 22. The Waypoint fundraiser last night was successful and fun for both MGNS and Waypoint.
- h. Advertising Coordinator Maria Keegan reported that social media for the Chipotle dine-out night went out tonight, and an auction reminder will go out tomorrow.

4. Items for Discussion

- a. Updating board role descriptions - Kathryn gave an update on the Board for next year - all positions are filled, and there will be two Members at Large.
- b. Update on CTSR transition/Building - there is now an offer on the table in addition to CTSR. At this point it is unclear who will own the building or when ownership might transfer. So the committee that formed last month is looking into a variety of options for moving forward in this building or elsewhere.
- c. Policies review and updates - Sue went through proposed changes and reasons, they are also on the shared drive.
- d. 2024-25 Calendar - the Board discussed making registration and open house dates tentative given the current uncertainties with the building. There was also a discussion of moving the end of year picnic slightly earlier instead of on the same day as the last day of school for MMSD. Sue will check the calendar and the number of days for MMSD 4K to figure out what the options are for ending the year. A suggestion was made to explicitly list the last day of class for each class. The spring fling will be added as an April event, date TBD.

5. Potential Items Up for Vote - all moved to next month

- a. Approval of the 24/25 School calendar
- b. Approval of new policies and policy updates
- c. Approval of MGNS Financial Policies (should be done every 3 years)

6. Adjournment - Claire Huntley Schwartz made a motion to adjourn the meeting. Beth seconded the motion, and it passed unanimously. President Kathryn Mingione adjourned the meeting at 8:32pm.