

**Monona Grove Nursery School
Board of Directors Meeting
Monday, April 15, 2024
7:00pm**

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

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

2. Routine Business

- a. Approval of minutes from March - Maria moved to approve the minutes as presented. Claire Huntley- Schwartz seconded the motion, and it passed unanimously.
- b. Report from the School Director - School Director Sue Carr stated that the most important items from the written Director's report are agenda items for later. There were no questions about the report at this time.
- c. Financial Reports - Treasurer Brooke Logan reported that overall, finances look stable and good. Spring Fling numbers were good, but are not yet in the report.
 - i. CD Maturing May 2, 2024 - Right now, the best available rate is for a 13mo CD - the Board will vote later, but Brooke recommends that if the good 13mo rate is still available when the CD matures, MGNS should lock that in. Otherwise, the Board can discuss and vote on options at the next meeting.
 - ii. Draft Budget FY 2025 - Brooke previewed that the plan is to approve the draft 2024-25 budget at the May meeting.

3. Roundtable Check-In

- a. Spring Fling & Silent Auction debrief - Several Board members expressed enthusiasm at how smoothly the Spring Fling went this year. Events Coordinator Nicole Smialek went over some numbers from the event. The event itself made a profit this year, and it worked well having a volunteer parent to do raffle baskets and kitchen clean-up. Next year an additional volunteer for setting up tables Friday afternoon/evening could be helpful. The Board discussed the pros and cons of having a raffle - it is fun, but there are always some kids upset by the results.
- b. Fundraising Coordinators Denay Czerniecki and Claire Schurtz reported that the silent auction went well. Nearly all items sold, and the profit was around \$8000. Robin suggested MGNS consider auction options that extend bidding by a few minutes every time there is a bid near closing time, as a way to improve profits even more in future years.
- c. Other fundraising efforts - Denay and Claire reported that the brats and pretzels sale is

- underway, and an Inans dine-out night is coming up in May.
- d. Treasurer Brooke Logan let the Board know that taxes are done.

4. Items for Discussion

- a. Update on Building - report from the subcommittee
At this point, it appears unlikely that CTSR will be the buyer/new owner of the building. We do not know who has made an offer on the building. At this point, the committee is pursuing all options, including new locations, while remaining open to working with whoever buys the building.
- b. Policies review and updates - Sue walked the Board through her suggested changes to policies, and the Board discussed current policies and proposed changes.
- c. Review any/all proposed policy changes - Sue walked the Board through the proposed policy changes, and the Board discussed options. Proposed changes and affected policies were also sent out to the Board for review prior to the meeting. There was a lengthy discussion of whether teacher and director salaries should be discussed by the full parent Board, as they are now, or whether a smaller group/the executive Board should handle those changes. Sue mentioned that it might be more comfortable for staff to have a smaller group discussing salaries and raises. Brooke also spoke in favor of keeping the group discussing sensitive information small. Several Board members spoke in favor of gaining input from all parent members of the Board, and the value that has come from a larger group discussion. Other possibilities, like having a smaller group discuss options and proposals for the larger parent Board to discuss, were also suggested. Sue plans to write up a few options to discuss and vote on at the May meeting.
- d. Draft 2024-25 Calendar - Proposed calendar was updated to reflect last month's suggestions, including wrapping up the school year the week before MMSD.

5. Items Up for Vote

- a. CD Maturation - May 2024
Kathryn made a motion to put the money from the CD in the current 13mo option if it remains similar to today's rate. If the rate drops below 3%, the CD will be cased out and the Board will discuss options at the May meeting. The motion passed unanimously.
- b. Approval of new policies and policy changes
 - i. Sue moved to add proposed language reflecting that enrollment priority order applies on enrollment day and not after. Kathryn seconded the motion, and it passed unanimously. Adding this policy is in effect enrollment day but not beyond Sue moves, Kathryn, unanimous (cut and paste from the first two parts of packet)
 - ii. Kathryn moved to increase the Board President's term to two years instead of one. Brooke seconded the motion, and it passed unanimously.
 - iii. Kathryn moved to remove language indicating that the Board Vice President is also President-elect. Robin seconded the motion, and it passed unanimously.
 - iv. Kathryn moved to remove language about a nominating committee for Board positions. Claire Huntley-Schwartz seconded the motion, and it passed unanimously.
 - v. Sue moved to keep the \$5000 limit for spending without approval, and to have it apply to Treasurer and School Director (rather than President and School Director).

Claire Huntley-Schwartz seconded the motion, and it passed unanimously.

vi. Kathryn moved to approve a series of proposed technical changes sent out to Board Members before the meeting, to reflect current MGNS practice. Maria seconded the motion, and it passed unanimously.

- c. Approval of MGNS financial policies updates - Prior to the meeting, Sue and Brooke looked over and updated financial policies as they believe is necessary. Proposed changes were included in the packet.

i. Kathryn moved to approve the financial policies as updated and included in the packet. Claire Huntley-Schwartz seconded the motion, and it was approved unanimously.

- d. Approval of the 2024/2025 school year calendar - Sue highlighted a few changes since the last meeting, in addition to changing when MGNS wraps up its school year.

i. A day was added in May (May 2) to close the Dolphin and Sea Otter classes so teachers can do paperwork that is required for 4K. Sue chose a day that MMSD is also closed.

ii. The Spring Fling was set for the 12th of April so that there are two weeks between spring break and the event.

iii. Kathryn moved to approve the proposed calendar, and Brooke seconded the motion. The motion passed unanimously.

6. Adjournment - Claire Huntley-Schwartz moved to adjourn the meeting, and Robin seconded the motion. President Kathryn Mingione adjourned the meeting at 8:48pm.