

**Monona Grove Nursery School  
Regular Board of Directors Meeting  
December 15th 2025**

**In attendance:** Maria Keegan (President), Haley Clark (Member At Large), Sarah Thompson (Fundraising Coordinator), Jordan Skoda (Fundraising Coordinator), Lindsay Baer (Advertising Coordinator), Sue Carr (Director), Juli Huston (Teacher), Sara Brelie (Secretary)  
*Via Zoom:* Nicole Blattner (Vice President)

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

2. **Routine Business**

- a. Approval of Meeting Minutes -Sue made a motion to approve the minutes without changes., Sarah T. seconded the motion, and it passed unanimously.
- b. Report from School Director
  - i. Sue reported that progress is being made towards a donor wall. The current thinking is to make it indoors in the cubby room.
  - ii. Tomorrow morning will be an initial meeting with Threshold regarding a possible Phase 2 for construction.
  - iii. Staff is planning to move ahead with lunch bunch starting in March and two weeks of summer camp.
  - iv. Sue is not planning a kindergarten panel based on low interest levels expressed in a parent survey.
  - v. Staff have also been discussing staggering start time to help with cubby room congestion.
    1. The Board discussed the congestion in the cubby room and impact of staggering start times on families with multiple children at MGNS and other schools.
    2. A decision can be made about start times in January, once there is more information about whether there will be a Phase 2 and what impact that will have on cubby room congestion.
- c. Financial Reports - Since Brooke is not feeling well, Sue and the Board briefly discussed the budget documents. Brooke sent a very preliminary/draft budget this month, and she has no concerns about current finances.

3. **Roundtable Check-In**

- a. Maria reminded the Board that there is a Board appreciation happy hour at Maria's house 4-6pm January 3, and the facilities position is still open for a potential new board member.

- b. Member at Large Haley reported she is now working on the Capital Campaign committee and working on a spreadsheet with local big fundraising events to avoid planning MGNS events at the same time as other nearby organizations.
- c. Fundraising Coordinators Sarah Thompson and Jordan Skoda reported that they are working on spring fling donation list, and they will start soliciting donations in January. The Chipotle fundraiser is tomorrow and Red Robin will be happening in the future. A coffee fundraiser is in the works for around Valentine's day
- d. Advertising Coordinator Lindsay is working on the yard sign extravaganza, which is set to begin late January

#### 4. Items for Discussion

- a. Capital Campaign (25 min)
  - i. Financial Update - MGNS received eight new Champions of Play from the Giving Tuesday campaign. There are no other fundraising updates at this time.
  - ii. Capital Campaign committee is shifting focus of work over the next few months to allocate more time on what has been successful in the campaign, which is fundraising events and grants that seem most likely to result in funding. Several events have been scheduled, and the committee is brainstorming other ideas:
    - 1. Donor Appreciation Happy Hour - January 11, 3-5 pm
    - 2. Family Friendly Bingo - January 24, 3-5 pm
      - a. MGNS will sell, not provide food, so there will be opportunities for people want to bake
  - iii. Other updates/Ways to Help
    - 1. Looking for input on how to push pizza card sales to our community - we make 100% of these sales!
      - a. A suggestion was made to use the pizza cards as a spring fling auction 'buy now' item
    - 2. New events in the planning process and would love input: Family Dance Party & Crafting/Bake Sale
      - a. A couple of current parents are offering music and art skills for an event
- b. Update on Threshold Meeting (10 min)
  - i. There is a meeting scheduled for Dec. 16th to assess the space according to our "wish list" items. Once we have a more detailed analysis of our options, we will review as a board to make the final decision as to whether/how to proceed. The meeting is not a commitment.

#### 5. Items Up for Vote

- a. Increase registration fees for Preschool classrooms

- i. Current registration fee for toddler time will remain the same, registration fee for preschool will go up to \$100
  - ii. The Board briefly discussed registration fees and then decided to table the vote until next month.
- b. Revote to extend Claire Shurtz's contract as project manager for a potential phase 2
  - i. Previous contract was hourly rate of \$25/hr with a maximum of \$12,000
  - ii. The Board discussed pros and cons of extending the contract one month versus one year.
    - 1. Sarah T makes a motion to extend Claire Shurtz's contract as project manager for up to 12 months through the end of 2026 in anticipation of a potential Phase 2. Lindsay seconded the motion, and it passed unanimously.

6. **Adjournment** - Maria moved to adjourn the meeting. Jordan seconded the motion. The motion passed unanimously and the meeting was adjourned at 8:02pm.