Monona Grove Nursery School
Regular Board of Directors Meeting
May 18th 2026

In attendance: Maria Keegan (President), Sue Carr (School Director), Jessica Murphy (Member at Large), Sarah Osowski (Purchaser), Brooke Logan (Treasurer), Lindsay Baer (Advertising Coordinator), Kathryn Mingione (Teacher), Jordan Skoda (Fundraising Coordinator), Sarah Thompson (Fundraising Coordinator), Haley Clark (Member at Large), Bailey Leon (Events Coordinator)
Via Zoom: Veronica Willsey (Volunteer Coordinator)

1. Call to Order - President Maria Keegan called the meeting to order at 7:08pm.

2. Routine Business
   a. Approval of Meeting Minutes - Maria suggested removing a line in the draft minutes about preschool classes being mostly full. Maria moved to approve the draft minutes with that change. Jordan seconded the motion, and it passed unanimously.
   b. Report from School Director
      i. Sue led a discussion of how summer play groups might work
         1. The Board discussed summer playgroups as a way to raise some money while advertising and opening the school to the community. After discussion, it was decided that the Board will host a few play groups over the summer for kids 7 and under, supervised by a caregiver at all times. For the play groups, a Board member would be present.
      ii. Sue updated the Board that city aaccreditation will be achieved. Sue is applying for a grant that would be used for washer/dryer or AC units.
   c. Financial Reports - Brooke reported that everything looks as expected for this time of year and there is nothing to add to what was circulating. Brooke noted that there will be a larger discussion of the proposed budget for next year later in the meeting.
   d. Roundtable Check-In
      i. Maria reported that she is working on teacher contracts and a couple of grants. She also shared from Nicole that teacher appreciation went well and Nicole continues to work hard on Board recruitment for the coming year.
      ii. Sarah T reminded Board members that the Culvers fundraiser is tomorrow
      iii. Lindsay is working on updating the MGNS website. MGNS also has a new graphic designer, so minutes will be emailed to Sue and/or Lindsay now for posting on the website.
      iv. Jessica Murphy has been working on donor wall, and she showed the Board representation of the proposed design.
      v. Veronica updated the Board that there are a couple of families who have not done a spring volunteer duty. She plans to ask them to volunteer for brat fest. Veronica

is also working on a couple of walls/structures for sitting near the playground and creating a barrier between the playground/pickup area and the parking lot.

3. Items for Discussion
    a. Brainstorm enrollment strategies for Starfish/Penguin Classes
        i. Maria suggested a large 'NOW ENROLLING' banner for Monona Dr,and possibly a quick flyer to hand out at Culvers
            1. Bailey will make a flyer for Culver's Night.
        ii. The Board discussed posting flyers at libraries and coffee shops in DeForest and/or McFarland, Wildwood Family clinic. There are already flyers in more local libraries and coffee shops. There was also a suggestion to have a presence at coffee shop story hours if possible.
        iii. The Board discussed trying to have a table at Monona and/or Capitol View Market
        iv. A suggestion was made to ask some families with kids in the Sea Otters if they want to move to Starfish instead.
    b. Review parent survey questions
        i. A suggestion was made to ask questions about playground birthday parties, play dates, Monday enrichment, and other new ideas the Board is considering.
        ii. As the Board discussed possible questions, there was consensus to focus on questions based on what information is useful for future decisions.
        iii. Sue will recreate some survey questions and Brooke will work on it with AI
    c. Preparing for transition to the new board (10)
        i. Look at 2026-27 Board Positions - we have an additional fundraising coordinator to work with Haley. We are still looking for one more fundraising coordinator, one events coordinator, and a facilities coordinator.
        ii. Update job descriptions & clean up google drive - Board members are asked to edit anything that has aged out in position descriptions, as well as make sure the google drive is organized. Outgoing board members asked to stay after next month's meeting to talk to incoming members in the same position
        iii. Board members are asked to attend the June board meeting (June 15th) as a transitional meeting
    d. 2026-27 Calendar (10 min)
        i. The goal for tonight's meeting is to approve the draft calendar as is, with the understanding that it remains a fluid document.
        ii. We want to put as many things on accurately as possible so families can plan in advance for the upcoming school year.
    e. 2026-2027 Final Budget & Salary Scale (10 min)
        i. Brooke noticed that the most up-to-date budget was not the one sent, so Brooke walked through recent updates to the fundraising and advertizing budget lines.

ii. Sue asked about the grant line - Brooke clarified that it is a line for grants MGNS could potentially get for Phase 2
iii. Maria highlighted that the updated salary scale will also be voted on tonight and it is in the Advance Packet, too.

4. Items Up for Vote
   a. Vote on Approval of Current 2026-27 Calendar
      i. Brooke moved to approve the draft calendar as is. Haley seconded the motion, and it passed unanimously.
   b. Vote on Approval of 2026-2027 Budget/Salary Scale
      i. Budget - Kathryn moved to approve the budget and salary scale with the updates outlined by Brooke. Sarah Osowski seconded the motion, and it passed unanimously. Brooke will email a pdf of the current, approved budget to the Board after the meeting.

5. Adjournment - Maria moved to adjourn the meeting Brooke seconded the motion, and it passed unanimously. Maria adjourned the meeting at 8:35pm.

Next Meeting: June 15th 2025

Mark your calendar:
Join us at the Biergarten for a board appreciation happy hour on June 22nd!