

New Morning Nursery School Board of Directors Meeting

Monday, January 8th, 2018

Attendees: April Denton, Meghan Krause, Jenny Zimmerman, Elizabeth Winston, Cherish Orozco, Kate Patterson, Julie Kull, Brittany Keeseey, Lindsay Suttin, Mary Eileen Raymond, Brenda Benzschawel, Alicia Weich, Ashley Russell, Elisa Romanowich

MARK LAST MONTH'S MINUTES AS APPROVED IN DROPBOX

AGENDA

- I. Open Forum
- II. Approval of December Minutes
- III. Director's Report
 - a. Financials
 - i. November-
 1. First 4K payment received.
 2. Fundraising deposits were made from Amazon smile, Mabel's Labels, Charleston Wrap, Crocodile Smiles, and pancake breakfast. There was also a donation of \$500 from Merit Foundation.
 3. Expenses- New Morning had to purchase items (outside blocks) intended for grant money, which will be reimbursed at a later date. An additional cost will be for a locked cabinet to store the blocks. Other purchases were for a new walkie talkie for Oak room, 4K Spanish and Katherine's healing basket.
 - b. Enrollment Update
 - i. Openings- Willow PM class, MWF
 - c. Open House – January 13th
 - i. The number of mailing list contacts were typical amount with 13 new applications.
 - ii. We will continue to distribute fliers throughout town and share details of the event to online groups such as Facebook.
 - iii. Madison Mom's blog listing will be published today as well as hulafrog.
 - iv. To do item: put flier/banner on website landing page.
- IV. President's Report

a. All Things Auction 😊! Saturday, April 28th at Nakoma, Monopoly Theme Take 3!

- i. There is a new theme this year - back to the era of the 1950s.
- ii. Solicitations- to be started next week with the board. The process includes sending a letter, contacting by phone, and in person if possible/needed. Would be helpful for everyone on the board to choose 2 locations.
- iii. It will be important to identify new volunteers to assist with event and donations to allow for changes in board members next year as Meghan will be gone and Elisa stepping down as president.
- iv. There will be a Sign-up genius for volunteers for donations, assisting with event, tracking of volunteer donations and new ideas.
- v. Please share any contacts for people involved in direct sales that may be interested in donating.
- vi. Wine and gift card grab bag will return this year.
- vii. We will need an admin of google spreadsheet to check off received donations, thank you's, etc. Cherish volunteered for this role.

V. Committee Reports

1. Marketing – Update, Open House on January 13th (see above).
2. Internal Fundraising – Update
 - a. Nothing new as of now.
3. Social – Sledding Party soon?
 - a. Idea to arrange sledding party via email, facebook page, parent forum. Bring your own hot chocolate.
4. Personnel – Holiday Bonus Fund Wrap-up
 - a. Went very well, had extra staff members but was able to provide amount as typical.
5. Treasurer - Update
 - a. No new updates
6. Volunteer Coordinator - Update
 - a. Will start auction sign up.
7. Willow –no new updates
8. Birch – no new updates
9. Oak –
 - a. Kindergarten panel will occur in March - please place contact information in dropbox. Kindergarten and 4K registration

happens in March. Panel is about what to expect in kindergarten

VI. Other Business

- a. New teacher in Birch room doing great.

VII. Adjournment

Next Meeting: Monday, February 11th at 7pm in the Wingra Library