

New Morning Nursery School
Board of Directors Meeting
Monday, March 12, 2018

April Denton, Molly Hamm, Kate Patterson, Julie Kull, Brenda Benzschawel, Brittany Keeseey, Mary Eileen Raymond, Eliza Romanowich, Elizabeth Winston, Jenny Zimmerman, Ashley Russell

AGENDA

- I. Open Forum
- II. Approval of February Minutes- Approved by Molly Hamm, seconded by Kate Patterson
- III. Director's Report
 - a. Enrollment Update
 - i. There are currently still openings in Willow PM.
 - ii. There is space in Birch AM
 - iii. Oak PM afternoon has openings. We are able to enroll 4 year olds that turn 4 in early fall.
 - iv. There are openings in summer school, most classes half full.
 - b. Financials
 - i. First deposit of advanced tuition was made.
 - ii. There was a \$500 donation to future fund from a staff's family member.
 - iii. A refund of money was given to someone due to an auction item that did not come to fruition this past year.
 - iv. Additional money was donated to the holiday fund.
 - v. A shed was purchased for storage of blocks outside, it just has to be assembled.
 - vi. Gates and Brovi fundraiser came out to \$260 and the restaurant rounded up to \$300.
- IV. President's Report
 - a. Discussion regarding board member openings for next year as there will be a number of spots to fill, including president, treasurer and personnel as well as room parents. It is possible member roles could be adjusted so that there are 2 people filling fundraising and social committee spots. FYI, president receives reimbursement equivalent to Birch room tuition.

- b. Auction Updates – please check back in with the businesses that you contacted! Thank you for your help!
 - i. Donations are coming in and there are some new items, but overall there is less this year than in the past.
 - ii. The committee would like to have committed donations in by spring break in order to get write-ups done.
 - iii. There is a coupon book available at Orange Tree Imports, Brasserie V, Infusion Chocolates and Mystery to Me. Coupons are for many Monroe St businesses, the book costs about \$10 and may work well to go along with the Wine grab.
 - iv. Board discussed what the raffle item will be this year- local service or item, amazon gift card, bike related item, technology item. Ultimately board decided Ipad mini would be a good fit and will be raffled.
 - v. An email reminder will be sent to teachers about getting donations in/organized.
 - vi. Room volunteers are planning to send an email to parents personally inviting them to the auction.

Committee Reports

- c. Internal Fundraising
 - i. Wrap-up of Tea Collection fundraiser- will not know total donation for another 6 weeks or so.
- d. Social
 - i. Reviewing document for end of year picnic for planning.
- e. Personnel – Teacher Appreciation Week
 - i. Possible dates could be May 14th-18th. There will include special surprises and treats for teachers, a luncheon hosted and food prepared by parents, breakfast for teachers, collection for a gift for teachers. Some new ideas shared about decorating hallways or creating a theme.
 - ii. Staff meeting with teachers last week went well. A card passed around at the board meeting for Katherine and we will plan to send her flowers.
- f. Marketing - Update
 - i. Discussion of the value of using google ad words- will forego continuing to use this service. School may be better served by having more reviews on Yelp, hulafrog, and other online review

webpages. Board discussed an idea to host a raffle for people who write reviews/testimonials for online review sites.

g. Treasurer

- i. Had some difficulty with the software while using a macbook, may be an fyi for new board member.

h. Oak Room

- i. Kindergarten Panel – tomorrow night!
 1. Will have water and treats
 2. 7-8:30
 3. FYI, this event is open to non-NM families.
 4. Will post on Nakoma Mom's blog

i. Willow Room

- i. Teachers requested funds to replace carpet in room including block corner and loft area. One option discussed was to use remnant pieces.

j. Birch Room

- i. Idea to advertise 5 day option more prominently, observation that families may not know about this.

k. Volunteer Coordinator

- i. Auction volunteers, will start to count and organize committed volunteers.
- ii. Ideas shared to send out an email and mail tube communication to parents for donations with suggestions for items that are lacking right now such as hand/home made goods, baskets.

V. Adjournment at 8:04 pm

Next Meeting: Monday, April 9th at 7pm in the Wingra Library