

New Morning Nursery School Board of Directors Meeting

Monday, December 16, 2019

- I. **Attendees** - Lindsay Suttin, Brittney Keeseey, Melissa Norstedt, Jodi Carlson, Emily Foster, Cherish Orozco, April Denton, Emily Kerrigan, Kate Patterson, Sage Books

- II. **Director's Report**
 - a. **Enrollment Update** - We are almost fully enrolled in terms of revenue. While we have availability in Willow PM, lunch is very full in most classrooms which makes up the difference. No major surprises in the Enrollment Survey recently sent.
 - b. **Financials** - Reviewed Balance Sheet as of the end of October
 - i. Received first MMSD payment
 - ii. Donation to Future Fund from former family
 - iii. Costs associated with fingerprints required for all staff due to change with DOJ and DCFS
 - c. **2020-21 Budget Proposal and Board Approval**
 - i. April proposed a conservative approach of a 2% salary increase coupled with a 2% tuition increase.
 - ii. After discussion, we arrived at increasing salaries by 2.5% with a 2% tuition increase and also allowing for a potential year-end bonus if surplus exists. Cherish motioned and Emily approved.
 - d. **4K Info Night recap** - 15-20 parents were in attendance and it went great overall. Discussed how few other schools do the paid-for MMSD 4K program.

- III. **President's Report**
 - a. **Program Improvement Policy** - We will review and finalize in January.
 - b. **Assess School Hours** - Findings and decision to retain schedule as-is was sent out in the e-news .
 - c. **Auction** - Still on schedule for 3/21.

- IV. **Committee Reports**
 - a. **Internal Fundraising** -
 - i. Charleston Wrap - We earned \$365 from this fundraiser.
 - ii. Chocolate Shoppe - Sarah confirmed they are open to May ice cream dine-out. Sarah picking a date and emailing Keri.
 - b. **Social** - Sledding day still planned for when it snows - date(s) TBD.
 - c. **Personnel** – Holiday Bonus Fund - relatively close to last year's sum collected; Deadline extended.
 - d. **Teachers** - No update.
 - e. **Marketing** (Website/Facebook/Enews) - Discussed Open House (1/18)
 - i. Posters handed out
 - ii. Signup Genius ready for Open House to go out in first January e-news
 - iii. Ashley will send out verbiage to share
 - f. **Treasurer** - No update.
 - g. **Willow Room** - No update.
 - h. **Birch Room** - Currently brainstorming playdates.
 - i. **Oak Room** - Ideas for teacher gift and auction item in progress. Also brainstorming ideas for playdates. In January, will start planning for Kindergarten Panel.
 - j. **Volunteer Coordinator** - Signup Genius will be made for the Open House.

Next Meeting: Monday, January 13 at 7:00pm