

Meeting House Nursery School

Board agenda

September 19 ,2023

**Courtyard Rm E**

**6:30-8:00 pm**

In attendance: Calvin, Lindsey, Kevin, Julia, Rachel D, Meghan J, Paige

1. Approve meeting minutes from August

- a. Motion: Rachel D
- b. 2nd: Paige
- c. Vote: all in favor

2. Reports:

**Executive Director Report-Devon**

We are at 103% capacity, even with 2 openings in full day 4k. Lunch bunch and AM extended are bursting at the seams, both have been popular. 4k met as a group and discussed the new assessment coming through. Really busy and tight with staffing with additional kids in the full day 4k room, Devon is many times filling in in a classroom. Will need to think about hiring part time to cover that extra time; what would it look like to bring on another person in a supervisor role that would help in the office and cover for teachers or take on more administrative roles. Our resource teacher right now is willing to add on additional hours for now. Staff morale is good and everyone is happy to be back.

Celebrating Katie's 10th anniversary at MHNS, we will celebrate with sweets.

We don't meet the city's requirement for low income families so this year we will need to put in 30 hours of work - not sure what that looks like right now. Staff, mainly Devon and Mo. Teachers going into other centers to help with training, observations or help build programming.

Devon met with FUS and Rabbi Laurie about the upcoming Jewish holiday. We were awarded the security grant reward and they will focus on replacing the doors. Not only do they have to meet the requirements for safety and security but also the historical society. Lighting has been replaced in the parking lot. Using WhatsApp between the 3 communities that share the building. They will meet again in a couple of weeks. The Jewish community will use the space for the upcoming holiday.

Back to school night coming up, the Board members will each be assigned to a room that their children are. Photo booth will be outside again and a scavenger hunt.

Budget work to begin throughout October. Budget will need to be approved in January. WECA funds: budgeted without funds because they will be cut in half. Member asked how they can help: reach out to your representative and specifically about not loosening ratio guidelines and age/requirements for

teaching. Question: Do we have student teachers. MHNS has agreed to take on student teachers at every age of programming. Madison college and Whitewater could come into MHNS.

### **Financial Report-Nate/Devon**

Member asked: 1525 Assets line how is it depreciated. When N4N took over the line was at about \$350/month in depreciation. It would include buildings in play yard, shed, and structures in our rooms. If we had a building it would be much larger. We are good. Our program expenses are high again. But will be pulling things out of it because larger expenses (\$4000) are part of a grant that Devon needed to spend before it was reimbursed. We did get an increase in the most recent grant to cover the entire spending.

Will likely see an increase in medical insurance and business insurance. One that Devon is disputing is our cyber insurance. Devon talked to the President of BMO who set up a meeting between Devon and another personal banker next week. Calvin would like to see the Cyber security coverage policy.

Devon would like to pick up a short term policy for our employees. And consider if we would like to increase our match for the 403b plans. Devon has been talking to the insurance representative about our 403b plan. Potentially switching to a smaller, local representative for it.

### **Connections Committee report: Devon**

Welcome wagon went well. Had people sign up for committees. People liked connecting. Phone calls went well. Even if they got a voicemail but texted back their appreciation.

3. Committee chairs-Committee members
  - a. Parent volunteers list is in the shared folder. Please reach out to the volunteers to thank them and let them know what your committee is doing or has coming.
4. Strategic planning update- Devon
  - a. Working through developing the interview process with certain groups. Alumni, staff, current families, community members, etc.
  - b. Rachel A will most likely take on the interviewing process and ask another committee to help. out.
5. Family Night (Board responsibilities)
  - a. Get your name tag from the office and head to the assigned room to answer questions.
6. Fundraising: School spirit wear
  - a. Hoping to have shirt sizes available for people to order MHNS gear.
7. Adjourn at 7:22 pm
  - a. Motion: Julia
  - b. 2nd: Lindsey