

Hiawatha Music Co-op Board of Director's Meeting February 2, 2022

Present – Julie Foster-Lindquist, Susan Bertram, Katrina Keough, Melinda Britton, Jeff Krebs, Candice Blackstone-Larson,

Ann Fisher, Jenna Hartom, David Wood, Dan Truckey

January Minutes: Tabled. Jeff will send out and Board will review during March meeting.

Treasurers Report: Prepared by Susan Divine

MCFCU Checking: \$21,040.91

MCFCU Savings \$94,290.27

MCFCU Account: Shuttered Venue \$59,043.26

Bell Financial Investment 360 Portfolio: \$100,601.17

Notes on financials: in checking part is the most recent \$10,766.22 funding from the last installment of Shuttered Venue

grant. Outstanding checks of about \$8,000. In Quickbooks \$13,584.96. ED requests approval to move SVOG grant funds

to the SVOG savings account to be expensed at a later date.

MOTION: Ann proposes move \$10,766.22 from checking to savings. Katrina seconds. All in favor.

ED reported on general flow of funds. In January, we start moving about \$5,000 a month in January, February and

March for operating expenses then April Festival funds start coming in. We are at that point now to go into regular

savings and move money to checking account for general operations

MOTION: Ann makes a motion to move all \$15,000 to checking from savings for Jan. Feb.

March, Dan seconds. All are in favor.

Current Profit and Loss from January reviewed. Membership is up in January.

Final profit and loss from 2021. Two different reports. One with one column has some information to view of second

page. It has Festival income money there and did not include on the Festival budget. In savings, note a breakout of

smaller subaccounts. Donations for three memorial funds and the 2020 Go Fund Me Festival income replacement funds

and Main Stage savings funds. There needs to be a delineation to move those funds forward to 2022 festival. One the

94k, the main stage is rolling over past years after underspending budget to 2022 festival.

Julie indicated that this would be helpful when we look at increasing hand washing stations and other supplies. ????

Board Retreat: Set date for February 26 th at the fold and Victoria Leonhardt from Grow and Lead is attending as Board

consultant. A one day with catered lunch and in person at The Fold.

Melinda referred to a previous email sent regarding topics for Victoria to approach. Conflict resolution to be prepared

what are the roles of the board vs the roles of an Executive Director. For example the Search Committee looking to hire

the next ED, reviewed recent events with former ED. Perhaps focus on process of hiring ED, checking references, and

what Committee should be aware of and continuing to clearly relay what HMC wants. Hiring, roles, how to find a good

fit. Ann, agree that we should call that Board roles and responsibilities. View the presentation then do a Board "200"

course focusing on some issues we have confronted lately.

Susan D. Review Strategic Plan in place would also be needed on Retreat agenda. Julie indicated the current ended in

2023.

Susan B asked for her to focus on smaller nonprofits with part time employees.

Food recommendations discussed for Board Retreat. Susan B will take votes and then assist in ordering.

The Co-op office has been closed last month due to the uptick in cases. Board will review what current policy is in place.

MARESA students are able to participate in the office again. In the past they were masked and Susan D would be

comfortable with them working again.

Event Committee was comfortable for starting live Events again in Feb for The Fold and HOTAAP and Jams again. Then

the HOTAAP on 16 th, , jams on the 20 th and Live At The Fold on the 24 th . In The Fold, still masking required and have limited

to 30 people. Melinda asked about Ore Dock. Susan B said they will support whatever Hiawatha would like for masks.

Attendance at these events is generally low.

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Ann recommends postponing the first jam this month on the 6th. Susan D indicated she felt comfortable attending and

others would as well. The Board supports with masking while in the Fold. Jam leaders will be informed to begin on the

20th February. Comments from members indicate support for masking at any HMC events for February and will revisit

next month.

Tourist Park Rental Agreement – Rental of park for weekend increased by \$2,500 since last 5 year contract. Susan D

recommends increase camp site fees for Thursday night and camping tag fees to cover that increase. Area A and B by

\$5. The Executive Committee and ED will review the difference in cost and make a recommendation to the Board.

Julie indicated the Board must vote on a new 5- year contract that was received by the City of Marquette to rent the

Tourist Park Campground.

MOTION - Dan moves to accept the contract as written. Ann seconds. All in favor.

Board discusses support for an in-person Festival for 2022. The Board is in favor of moving forward with an in-person Festival, ensuring we continue as a Board to re-evaluate consistently. Current cases reviewed and are trending down. Board will continue to review guidelines for vendors and others being hired by the Co-op. Susan D will put out a press release after the contract is signed and sent back to the city. Get Fresh Communications contract renewal, fees have increased, but still at non-profit rate. Board also supports Festival package for the amazing work she has been offering.

MOTION - Ann makes a motion, Melinda seconds, All are in favor of accepting Get Fresh Communications contract.

Search committee meeting tomorrow via Zoom- Melinda, Sue B, Julie, and David will meet Thursdays at 10:00AM. Julie will send out Zoom invites for those dates.

Worker Bee – 2/6/22 There is room in the new Hiawatha trailer to move items. Lee will bring the trailer for Saturday to move bins. Asking all to organize their items and switch out for those that are only needed for festival. Saturday from 10:00 AM - 1:00 PM.

Office Staff recruitment and job description – Susan B - Search Committee meeting tomorrow to go over and improve the job description. Will meet each Thursday at 10:00AM. Susan D recommended sending the ED job description to GLCYD staff for consultation. HMC has current GLCYD Membership.

Festival Director Report:

Go Fund me amount and will be part of Festival Income. Total income will then be \$284,202.00 projected income. This is a conservative projection. Past increase in Parking Pass fees from \$75 to \$100 implemented to continue. If increase Camping Tags, the income projected will change. Susan put all the 59k from SVOG into the budget but not all of it should be festival income and now it is taken back out. The grant MCACA/\$11,250 was earmarked specifically for the Festival.

Other change is number under expenses 2407 for Main Stage performer fee. \$50,000 earmarked in 2019. Susan D add \$1,455 in addition to the budget money from past Festival savings on Main Stage funds. \$51,455 is budgeted but they asked to bring in Westerly Winds increase.

MOTION – ???????? That was voted unanimously. One performer asked for additional fund for airfare being unexpectedly high.

Ann asked about request to increase Children's Area and Susan D indicated this was raised from \$3,000 to \$3,600.

Projected to also add \$600 in the budget for Teen Scene.  
Candice indicated flight prices into Marquette have doubled due to the loss in a flight to Minneapolis. Dan indicated that this is a good discussion to have with performers or agents.  
Anticipating needing to increase food for Musicians Café as well. Merchandise will likely increase as well.

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Susan B asked about the Kauffman Field parking lot. Susan D will contact Parks and Rec for contract and rental fee to include in the budget.

Newly proposed Festival budget reviewed. More changes anticipated and will be voted by Board next meeting.

Jeff asked about Main Stage sound contracts. They have not been signed yet. Asked if the Board could review contracting with Sombrero Sound/Jim Supanich on Main Stage. Music Committee chairs manage those contracts and it is recommended to bring them in on a discussion of change. David indicated that this has been a topic of discussion at the Music Committees and the discussion will continue. Music Committee Coordinators could be invited to March Board Meeting for discussion.

General operating budget reviewed. \$ 70,000 is grant money. General Operating costs per month is averaging about 6,600 per month.

MOTION - Ann moves to accept General Operating budget Susan B seconds. All in favor.  
Director's report

Thank you's to everyone who have helped work on computer, IT, membership, installations, and moving of office and working on electrical and trailer improvements with grant funds. ??????

Final Forgiveness confirmation from Paycheck Protection Program was received/\$ 4,299.

Website updated with new Board Members and Executive Committee.

Office computer is working well again.

Grant actions:

MCACA -Susan completed a 504 workbook accessibility on HMC as a requirement. Susan indicated there are room for improvements and the Accessibility Committee can begin to work.

SAM registration updated for the SVOG funds to come in.

MOTION - Katrina moves to use Wolverine to change locks for office up to \$75.00. David seconds. All in favor.

Committee Reports

Membership: Katrina

Events: Susan B -Volunteers needed 3-4 more for HOTAAP. Posters need to be put up. Posters will be ready by end of

this week for Board to put up. January program is moved to May for Preserving the Roots. April Kids Concert performer

had to cancel. A new request has gone out.

Thanks sent to holiday basket friends.

Susan D indicated we do not have anyone to do streaming at LATF. Lisa indicated that Susan D. can reach out when

prepared. Previously she was paid \$25 to produce this and free admission to the event she is streaming. HOTAAP has

been recorded in the past and needing someone to set up equipment for HOTAAP audio. Jeff asked if Lisa might be

interested in also doing the HOTAAP audio for same price. Susan D will reach out to Lisa

Fundraising: Ann – meeting was rescheduled. Grants will be reviewed at next meeting.

Ann motions to adjourn; Melinda seconds. All in favor.

Meeting adjourns at 8:21 PM

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