

# Hiawatha Music Co-op Board of Director's Meeting

April 13, 2022

Present: Julie Foster-Lindquist, Susan Bertram, Katrina Keough, Melinda Britton, Jeff Krebs, Candice Blackstone-Larson (excused), Ann Fisher, Jenna Hartom (Virtual), David Wood, Dan Truckey (excused).  
Guest: Bri Ormson, HMC Office Assistant

Review of January and February Minutes:

**Motion:** January 2022 minutes will now include, "closed session was called with a unanimous vote. Vote to return to open session. We acknowledge the unwillingness to continue and a motion to terminate pursuant to the contract."

Ann makes a motion to accept the minutes with the addition. David seconds. All in favor. February minutes now complete. Ann moves to accept February minutes with numbers added. Julie seconds. All in favor. Katrina will get access to website with Susan D to upload Board Meeting Minutes

Financial report: Prepared by Susan Divine \$163,640.55 total cash on hand

MCFCU Checking: \$30,511.48

MCFCU Savings \$88,886.44

MCFCU Account: Shuttered Venue \$44,242.63

Bell Financial Investment 360 Portfolio: \$94,900.94

Melinda provided the print out of the checking account. Reviewed.

Transfer from SVOG of 25,591.00 to checking to cover 1st quarter expenses.

Now SVOG has about \$44,000 left to spend until June 30<sup>th</sup> 2022 aimed at festival performer contracts and other operating expenses. Budget and expenditures from SVOG reviewed. Susan D updates quarterly (CY). Ipad needs were discussed. Jeff Dever will review iPad updates. Currently have 4 ipads.

2022 - MCACA grant budget reviewed. For Performer fees, staff, marketing, and festival rentals. TV6 ads will be discussed with this funding source. Anticipate additional \$2,500 per recent notification from MCACA. Currently no grant funds available for the Blackrocks Beer Release party but the Event Committee has budgeted for a local band.

Profit and Loss document shared.

**Motion:** Katrina moves to accept subject to audit, Ann seconds, all in favor.

ED Search Committee update and recommendations – Julie

The notes were reviewed for the position and the Search Committee makes a recommendation to hire. Susan discusses various conversations with the applicant and the Search Committee feels that with the references, she is a very qualified applicant and will be a good asset to Hiawatha.

Julie as Board President will call her to offer her the position.

Other applicants have been notified. Some are willing to volunteer and will be asked to do so. The posting will be taken down tomorrow. Paycheck will begin hourly until shadowing time is complete.

Discussion complete.

**Motion:** Susan Bertram makes a motion to hire Terri Bocklund as ED. Ann seconds. All are in favor. Motion Carries.

Credit Card fees update – Susan D

Still will be adding the fee but has not been added to the website etc. yet. Credit Card processing fee program on the square will be added. Tabled pending more information.

SVOG update on purchases-Susan D

Trailer was delivered. Chairs were delivered. New printer, new computer, condenser Mic, additional stage lights. LATF tomorrow and new equipment will be used. Capital One points were used to assist in the purchase of the computer.

Work Bee schedule for cleaning chairs and office and outside of building –  
Friday May 6<sup>th</sup> , 10 am.

Review action items from Board Retreat minutes – Katrina will email to everyone.

COVID policy –

HMC will continue to monitor community spread and acknowledge state and federal level changes.

Update on Stage Donation – Lee will visit trailers and inventory. The stage will hopefully go into one of those trailers. The other storage will be then for Festival.

Event recording contract update

HMC will modify the contract for Lisa Graham.

Purchases for equipment need to be decided upon for future performances.

Festival 2023 concept paper

For MCACA grant (NEA) - will add diversity and inclusion to all aspects of Festival and HMC policies. David Wood and Ann Fisher have offered assistance to review. Will involve the cooperation of the Music Committee and performer areas to think about the theme that the festival committee will understand and to create a narrative for the proposal. Topics include: Mental Health tent. Including a sign language professional.

Motion: To give Susan D. and Heather P. the ability to move in this direction with the grant. Melinda seconds. Discussion ensues. All in favor. Motion passes.

Dispensary requests, AC, vending – no changes made.

Little House Aerial – Dance tent

Request in past from an aerial group to set up the board voted it was not in traditional arts. Discussion ensues. HMC discusses that she does have insurance and could offer a short, one day of the festival workshop.

Electrical AC – Jesse Ossenheimer

Offered to sit in as Area Coordinator for now to continue to collaborate with requests on electrical needs but not act as the licensed electrician. He will be provided the AC benefits.

Sound Contract update – contract written up and fees discussed for bid. Thank you to Jeff Krebs for the collaboration.

OPEN AC positions reviewed – Raffle, Electrical, C.A.R.E Team; Children's craft area position has been filled.

Working on new maps of Festival grounds and for traffic/parking – Igor and Monica Nelson working on drafting.

Office Manager addendum that specifically outlines the event tasks. She will update activities for kids at events. Next training will be social media.

Electrical Panel Rental – Marty and Jesse need to get involved with Marti who is asking to rent. More equipment is needed for that event and the help to get it set up.

Jeff K adds that Jim S. thinks we will need another distro box. But the HMC co-owned box is under HMC ownership for that weekend. Doug may already have his own distro box for second stage. Jeff K will find out.

Compressor for Musicians Food tent cooler is broken and likely will cost \$2,000. Normally during Festival we rent from Duquaine. Waiting for an estimate from Area Coordinator.

Board Meeting Food schedule – Katrina will create and send out signup sheet via google sheets as a live document. The budget is \$25 for small bites for Board for meeting.

Directors Report:

United Way asked to use the space for meeting in May. Discussed having events together.  
Drumming group MFAK asked to hold a youth group.  
New Desktop Mac will be up and running tomorrow.  
Printer could go to MARESA shop to work on them.  
Production improvements – all media equipment has been received and installed. Booklet to operate being completed.

Fundraising Committee:

Talked about using Salesforce. Rolling out Recurring Donors for next annual meeting in November. Instead of another logo item to find a local artist to create something for recurring giving. Language for other ways to give has been created by Ann and ready for the website. Discussion of how to we envision, narrative, build it visually. Michael created a vision of pieces of all the pieces of the Luthier making a guitar as a visual. Ann had a birthday fundraiser and raised nearly \$4,000 for Hiawatha.

Membership Committee:

Salesforce will be tabled until next meeting. FY'22 Membership Count: 75  
FY'22 Membership Income: \$7,125.00

All Memberships from October 2021 to April 13th 2022: 158  
All Memberships from October 2021 to April 13th 2022: \$11,680

Event Committee: met today too. Discussed refocusing efforts

Doing more on LATF, bringing and cultivating more singer songwriters. Using focus groups with testimonials. Having a focus group tent at Festival was suggested and perhaps put in a video booth. Reducing HOTAAP but expanding length of time for Winter Roots. Accidentals as a band for next year. Adding a big sing. More workshops. Low sensory nights. Mentoring group for jams. Having underwriting Winter Roots for the Accidentals. Suggest VAST, or other insurance (tongue and cheek). REALLY need 6-8 volunteers for Art week.

4 to do tables with activities and others to help.

Ann will assist. Membership will attend.

Children's Music – Strategic Planning thoughts on increasing children's music and will bring it to the event committee.

Event Kids Concert: April 20<sup>th</sup> 6pm Ore Dock.

Jimmy Rodgers Tribute event: May 18<sup>th</sup>.

LATF tomorrow

Motion to adjourn: 8:35PM.

Respectfully Submitted,

Katrina Keough