

Hiawatha Music Co-op Board of Directors Meeting Minutes

February 3, 2021

Julie Foster-Lindquist (President), Susan Bertram (Vice President), Katrina Keough (Treasurer), Bobby Glenn-Brown (Secretary-excused), Melinda Britton, Candice Blackstone-Larson, Jeff Krebs, Jenna Hartom, Ann Fisher, Joshua Thompson, ED Susan Divine

Call to order 6:35PM by Julie.

Minutes Reviewed

- Ann motion's to accept minutes; Melinda seconds. All in favor. Motion carries.

Treasurers Report

- Checking: \$10,415.91
- Savings: \$37,546.09
- Bell Financial Portfolio: January 1, 2021 – February 2, 2021 an increase of \$1,008.96 to a total of \$97,347.70
- Review of monthly expenses. Katrina stated this will be regularly revisited and followed. Credit card expenses and grant funding spending will also be reported at monthly meetings.
- Susan D. requests setting a date and time to arrange signatures for change of treasurer position from Jose Garcia to Katrina Keough. Susan D. will set date and time with group.
- Motion to accept treasurer's report subject to audit by Ann. Josh seconds. All in favor. Motion carries.

Old Business

Live at The Fold Update

- Looking at open mic for Thursday in June to end the series in the parking lot
- John Davey this week
- Labor songs through Beaumier and will split funds. NMU is requesting half of the donations as they have already paid the performers, Matt Watroba and Robert Jones.
- Reviewed already booked:
 - Who Dat Brass for Mardi Gras
 - Frank and Allie Lee
 - Tret Fure
 - Susan Harrison
 - Westbound Situation
- New:
 - Dave Bett added to may 6
 - Annie and Rob Capps
 - Sarah Pajounen
 - Si Kahn
- Susan D. indicated the office received LATF donation check from November in January. Susan D. expects to receive December LATF donation check for \$2,11.00 in February.
- January total donations \$3454.00 from LATF and paid out \$1674.50 to artists. The net income thus far was \$1779.50.
- Lisa Graham is going to be starting an intro with some music and pictures for a pre invite and then restream to go. HMC requested the use of an original John Gillette Song, like a pre-roll for everyone to gather. Jeff will do voice over until curtain.
 - Melinda: are we going to keep this going (LATF) through summer?
 - Susan D., if we have festival, then we will take a break in the summer from LATF.
- Melinda commended the group for bringing in the bulk of costs for day to day expenses (from LATF).
- Ann: enjoying music and getting great musicians.
- Jeff: May need another producer or two soon. Someone that knows tech and sound when Jeff or Lisa can't do it. Jenna Hartom would be interested in Producing. Jenna will come and observe a live in the fold performance with Jeff to learn. All are masked and socially distanced.
- John Davey for Tomorrow LATF.

Executive Director Position Search Team update:

- Julie: tomorrow will be reviewing the resumes with Sue B.
- 11 applicants. Those identified as qualified for moving into interviews will be shared to the board via

email then have board discussion.

- Julie will ensure that applicant resumes are also shared via email to Candice and Melinda.
- Hoping to start interviews late next week or early the following week.
- Susan D will also provide suggestions for interview questions

Festival Survey Results:

- Susan D presents and refers to document
 - Survey Monkey: went out to ACs and Monitors
 - Not a great return, but raw numbers were helpful.
 - Sent second email to AC's for specific input and responses are attached to agenda. A variety and full spectrum of answers. Susan indicated that there was a lot of good input and lots of concerns for their areas. There are a couple that will not participate due to COVID, and that is a concern per Susan D. AC turnover is an area Susan D. watches very closely when that occurs during Festival. If losing more than one or two ACs in different groups it will be a concern.
 - Candice said her takeaway was how many people expressed that they would need extra volunteers to clean and keep things sanitary and it may be a bigger volunteer number issue.
 - Melinda: reiterates Candice's sentiment and discussed all the equipment that it would take to keep PPE on hand. She asked what other local events have discussed thus far or if they are having conversations about their local festivals. Considers it may be too soon to make a decision but also the timeline must be considered. Questioned how are we as Board members feeling about bringing our families out there. And consideration for music committee needing a response very soon.
 - Ann: Indicated though she has never been an AC, the thoughtfulness that went into these answers and the professionalism of the responses were thoughtful of the situation and their monitors in their area.
 - Susan D. maybe we should take a strong poll of ourselves as a board to keep track of what we feel comfortable with. It may just depend on the roll out of the vaccine. Susan is in touch with all Festivals, Wheatland and Bliss haven't decided yet. And am looking at live events and what they are recommending and what they are doing. Sites are already listing national cancellations like Coachella. She will continue to monitor. Local Spins and MI music alliance is keeping track of those festivals that will occur or not.
 - Jeff: roll out of vaccine being slower than anticipated, he is concerned that we cannot have festival in person. Would it behoove us to move our decision to next board meeting? He doesn't feel it will work this year. Only 2% vaccine roll out currently is not looking good.
 - Ann-consider the new super spreading variant, though 65 and older might be vaccinated, will others. Doesn't feel trends are looking favorable. Thinks we should also decide at next meeting (March)
 - Candice dittos
 - Susan D. Biden made an announcement that they were going to send to pharmacies but MI is not one of the 7 they will send to
 - Melinda: Revisited if attendance is down 20% is break even without considering PPE. Meaning the likelihood that we are already losing money.
 - Sue B proposes that we have a board meeting that is dedicated the festival decision and all Festival coordinators prior to the board meeting
 - Susan D. reminded that we had the decision over 3 meetings. Then sent membership a newsletter, then another meeting, another newsletter, then final meeting, and then cancellation. Happened over a period of 4 weeks. So Membership needs to get a survey out there to membership regarding who would come with qualifiers and feelings of virtual or one day fest outdoor to see what choices they pick.
 - Extra month to plan a virtual festival could really benefit us.
 - Board and Festival Committee will meet in two weeks. Feb 17th.

- Susan D added that insurance response came back that the carrier was not going to put the communicable disease clause in our policy which is good news. Tom and Carolyn Bernardi a longtime member called to renew his membership and talked about festival and insurance and he said he's an insurance agent and was positive about HMC moving forward as we don't have high assets in litigation situation. He was also positive about the crowd following the precautions like masks and social distancing and will put thoughts down and send an email from an insurance point of view. Candice indicated that waivers must be in place when tickets are purchased. He also said qualifiers like following the rules are included for vendors, attendees, musicians etc. must agree.
- City of Marquette Arts and Culture are planning to move forward with their live events this summer.
- Rules and regulations about outdoor gatherings need to be aware of those regulations.
- Melinda makes a motion to move the final decision whether or not we are going to hold an in person festival at the March 3rd meeting ANN second. All in favor.
- Contract for Bobby for 60 days for office assistance reviewed. Ann motions to approve, Julie Seconds. All in favor. Motion carries

Director's report

- New CD shelf up and painted
- No word on Erin's return for the part time position. Bobby is ready to go.
- Working on 2020 tax documents to get to Bartkowiak

Fundraising Committee

- Reported by Susan D.: Main SBA Stages Survival grant submitted for 25k but were unable to put staffing because they used the DOL full time definition of a FTE which is >36 hours per week. They were able to put in facility cost and rental of Tourist Park and reopening expenses like PPE.
- The Square has their PPP second round applications ready to go so Susan D will look at that. But unaware of the period of time the PPP will cover. Hope is to cover staffing or some of last year.
- Fundraising committee met: Ann, Heather, Michael, Julie, Susan D all attended
 - Ann indicated that they are working on trying to put together a monthly givers program. Talked about next steps. Would like to get together with membership meeting. Discussed revamping "Donate Here" button on website and give options to donate in the web page.
 - Candice discussed the ability to add Hiawatha Music Co-op as a beneficiary.

Membership – Katrina reported

- Membership info as of today: Total is \$12,880 and 144 Members
- We recently sent out reminders for all due to renew Memberships Jan- March. \$1,325 has come in since we sent out last week.

Social Media

- Heather will take over creating post for Facebook for LATF per Susan D.

Education Committee

- John Gillette will continue to oversee the committee. Board directed to read the blurb on the description

Office Venue:

- Lee Ossenheimer and Michael originally had an idea to draw in community members to talk about how to use the fold as a revenue maker pre COVID. That will need to be tabled until live events are able to happen again
- Melinda said we should brainstorm who else could contribute to this committee.
- Asked if Lee was willing to continue? Group unknown. Susan D will send an email to confirm.
 - Feb 16th at 6:30

Ann motions to adjourn at 7:44PM. Jeff Krebs seconded. All in favor.