

Board Minutes 2/7/18

In Attendance: Susan Bertram, John Gillette, Pearl Taylor, David Sprouse, Michael Reed, Katrina Keough, Josh Thompson, Jose Garcia, Lee Ossenheimer, Susan Divine
Excused: Erin Leahy-Putvin

Guests: Karen Bakula, Jane Cisluyis

Minutes from last month reviewed: Josh moved to accept, Jose seconded, motion passed

Treasurers report: As treasurer Jose reported on bank statements, pointed out Mi payroll tax billed x2 and will get this reconciled. Susan divine will follow up with state

Checking: \$ 5972.95, \$5000.00 was transferred into account for upcoming payments to bands and other festival needs

Savings: \$45,872.63

Jose will follow up with Bell to go over our investment accounts also review with previous treasurer Doug Kitchel

Jose will meet with office director Susan to do quarterly on site review of accounts and checkbook

Motion to accept: Susan Bertram second Josh Thompson, motion passed all in favor.

OLD BUSINESS:

Susan D updated on economic impact study from Lake Superior Community Partnership , still not completed. Susan D. spoke to Amy Clickner, director who stated that the person who was to complete has been on medical leave, new person is trying to complete. Susan D. will continue to follow up.

Concern expressed about needing the information for grants we are applying for (Katrina K.), they have missed two deadlines to complete this.

HoTAPP: Katrina will send out schedule to sign up on line for working at the next event on 2/21. Bring friends or family members to help out

Coordinators of Music Committee Karen and Jane arrived to share information with board on budget and line-up of musicians they would like to hire for our 40th festival, a great line-up and includes some bands from our past 40 years. Discussion on how bands are chosen, criteria, , budget. Teen band coordinator is now under Music Committee as a member. Katrina will follow up with email to Karen and Jane to discuss a meeting to further clarify issues presented. Board was in agreement with budget and line up. Further discussion will include ensuring mission statement helps define criteria,, acoustic instruments, contract language . Changes will be sent to board for email vote after lengthy discussion, (manager responsibilities, proximity clause) motion to accept by Jose, second by Josh

Discussion continued on main stage bands for Ore Dock event on Thursday prior to our festival, once bands have signed contracts, Karen will send Susan D. list of bands and contact information to share with Kris at Ore Dock for him to contact and book. Lengthy discussion followed Karen and Jane left meeting

Susan has looked at options to order banners or table banners, Katrina is looking to order for Membership Tent

Director's report

906 Technologies report on computer check up, overall felt our computer is in good shape, numerous recommendations for things that would help or improve were given in report for board to review. Decided per our computer savy board member do not need to add a new anti-virus, *(Josh) Josh volunteered to defrag our computer which was also recommended. He and Susan D. will set this up. 906 gave cost of 1500-3000 if we purchase a new computer

Lee and Pearl were reminded to have picture taken and write board bio for website.

Susan D would like to attend Michigan Festival Roundtable annual event that occurs around Lansing area, she has found it worthwhile when attended last 2 years. Cost to attend is 150.00, a board member could also choose to attend, event is March 24th.

Jose made motion for monies for Susan and a board member to attend second by Lee, all in favor

Board approved a donation to the Lake Superior Community Partnership for a Festival ticket for their 20 year event.

Estimate for trailer tires: 1080.00 estimate by Pumps, discussion followed

Motion made by Jose to purchase tires John seconded, motion passed

Susan D inquired about board support for a HSA for her, Susan B will contact Vast for options and report to Susan and board

Discussed using firm UPNORTH Tickets to take over our ticket order discussion over price, if it would be helpful we currently spend 4700.00 to process and mail ticket orders, director shared report with board on costs.

Discussed raising our mailing and processing fee to cover co-op costs

David made motion to charge 3.00 for mailing and a 5.00 dollar processing fee. Discussion ensued, Michael seconded

Motion passed

NEW BUSINESS

Retreat is March 10th at Vierling restaurant from 8:30 to 4. Discussion of possible agenda,

Katrina will set up meeting with executive committee to plan agenda and present to board at March meeting.

FESTIVAL ITEMS

Michael reed shared information and updates on his donor ask proposal looking at providing money for new tarps for the main stage. Lee will contact Steve Kreigel to find out size of tarps how many needed and share with Michael. Michael will then organize a donor ask.

We also discussed if need more space for green room for musicians, food trailer does have a small area designated for green room

Discussion on Checker Cab options for transportation into park, price has gone up will explore possible other options. Board recommended we go with Option 1 for \$3,000 plus 6 Festival adult tickets and 3 teen tickets. Susan D. will propose to Checker Cab

Discussion of drone coverage for festival to use for publicity and for live FB coverage, discussed sound concerns when to use.

Susan D. recommended 3-tier level of camping fees - \$25 for tents, \$30 for under 24 ft, \$40 for 25+ feet. Jose made motion to accept, Michael seconded, motion passed to make changes to camping fees.

Susan D. reported on collaborative possibility with Rippling River Campground. They are receptive to Festival overflow and willing to work with us on price. No decision was made.

Want to let public know the work we have done at Tourist Park so they know what they are investing in when purchase a ticket or donate, become a member and how else we contribute to the community

Charlie Johnson- Extra monitor requested for Gate Area. Jose made motion to add monitor, Michael second, motion passed

Katrina discussed recommendation to change membership levels, remove the \$150.00 go back to \$100.00 level and perks that go with each level. Katrina shared numerous statistics on how much the co-op benefits from each membership level. Katrina will email recommendations for board vote on membership levels and perks with each level.

ABO tents bid has increased by 2000.00, we had locked in an amount for 3 years which has expired and this is new cost. Will try to lock in for another 3 years. No local supplier has the size or number of tents we require. Jeff baker has offered to check on other options.

Dates of upcoming events and meetings shared

Annual meeting first week in November with the String Doctors

Ambassador program is really taking off and providing lots of volunteer hours

Consent Agenda: The following Board actions were put to vote via electronic vote since the last Board meeting:

Board Action - 1/29/18 – 6 votes yes, 0 votes no for increasing the Festival Artist in the Round

vendor fee to \$155 from \$145 with goal eventually being at \$170.

Motion to adjourn at 8:00 by Jose, second by John. Motion passed

Respectfully Submitted,

Susan Bertram