

Hiawatha Music Co-op
Monthly Board Meeting Minutes
5-16-2017

Present: Katrina Keough, David Sprouse, Jose Garcia, Michael Reed, Pearl Taylor, Julie Foster-Lindquist, Susan Divine, Erin Leahy Putvin, Susan Bertram, Josh Thompson

Absent: Doug Kitchel

Katrina moved to accept minutes from April. Jose seconded the motion. Minutes accepted.

Treasurer's Report

Checking: \$9,720.48 Savings: \$25,095.68 and Bell: \$72,299.90 as of 4-30-17 (which is up!)
Jose moved to accept the Treasurer's Report subject to audit. Erin seconded. Motion passed.

Old Business

1. Rental of Dance Floor for wedding is scheduled, waiting on signed contract. Discussed contract further, agreed on \$400 rental.
2. No update on Youth Folk Camp
3. Proximity cause breached with main stage band. Susan D. recommended creating policy and procedure for proximity clause breach. Currently, we operate on a case-by-case basis. Consequence for breach was to withhold \$500 until expected performance.

New Business

1. Upcoming Events

- Warm Up Wednesday – May 17th, The Johns, final one of season
- Peter Yarrow event – Friday, June 30th. Tickets on sale now \$35 for regular admission and \$50 for meet and greet.
- Blackrocks 2017 Hiawatha Beer Release party July 6th (Performers: John Gilette and Sarah Mittlefeldt and the Union Suits)

2. UPTOWN Taxi proposed train to replace campground transport. Katrina moved that we continue to use the van and open air trailer for transport throughout the festival. Michael seconded the motion. Motion passed.

3. April Warm Up Wednesday Financial Report: \$200 accrued in general memberships. Net income: \$192.35.

4. Membership Update: In 2017, ninety-six (96) members paid membership for a total of \$6,950. In 2016, there were seventy-eight (78) members paid as well as a generous donation of \$1500 for a total of \$7,160. Names will be mentioned in program. Current goal was to have five ambassador members by the annual meeting. We have reached that goal. A reminder email will be sent to encourage membership renewal.

Membership Ambassador lingo needs to be established. There will be three categories:

- Bring a friend to an event
- Office work

- Event participation

5. Fundraising Policy draft: Tabled

6. NMU Student Chapter event report – Katrina reports that it was a well-attended event and some donations were made. As far as attendance and PR, it was a success. The bands, Them Coulee Boys and Wildhack, put on a fantastic show.

7. 4th of July Parade – Hiawatha float. Doug has been in touch with the DDA and this will be moving forward.

8. Request from Cody Lakenen for HMC to co-sponsor a band for the Free the Music Fest at Lakenenland in August. Susan B. moved that HMC be a “Gold Sponsor” and donate \$200 to a traditional music band at for this festival. Jose seconded the motion. Motion passed.

9. Jose will be creating, targeting, and promoting HMC posts on Instagram. He will be tying together Twitter and Instagram for HMC.

Consent Agenda- The following Board actions were put to vote via electronic vote:

- Board Action – 3/24/17 Eight (8) vote yes for Quickbooks Premium Support cost of \$499.99
- Board Action - 3/24/17 Eight (8) vote yes for Tech Support computer training for Executive Director

Director’s Report

Thank you to Katrina for her time and efforts with the NMU Student Chapter.

Thank you to David and Melissa Sprouse for their time and efforts on the grant work.

Thank you to Erin for her work on the bypass and lottery.

Festival Items

- Traffic Changes: Sugarloaf Rd. closed at Wright St. corner. Traffic will be rerouted around to Presque Isle Rd. to Hawley to Sugarloaf. Jacobetti will be used as usual. Ticket tent to remain the same. No trucks on Sugarloaf!
- Request in to Parks and Rec. dept. To have campsite numbers placed on road.
- Office ticket sales volunteers are trained and ready to go.
- Bypass and lottery is finished.
- New Area Coordinators are doing well: Josh-Workshops, Randy-Security, Charlie-Ticket Gate, Tessie-Tween Tent, David-Concessions, Paul-Electric.
- Radio Results Network- We have 161 ad credit spots. Used ten ad spots for April Warm-up Wednesday. Two attendees mentioned that they heard the spots. Using fifty spots for Peter Yarrow, and using the rest for the festival. RRN are adding 80 free spots to promote the “Millennial Mania” ticket promo June 25-29.

Office/General

- Ipad: purchase of two keyboards for two ipads, but the Square was not usable with them,

so they were returned.

- Bartkowiak Accounting will apply for 2016 tax extension.
- Letter from UP Children's Museum about rent going up. Next year it will go up \$7.70 per month. By 2020, rent will be \$400/mo.
- Computer upgrade to Mac Sierra 10.12.4 turned out to be incompatible with our Quickbooks, so we had to purchase a premium support from Quickbooks to restore all files.
- Tech Support Eric Sundell was helpful in computer training on upgrade. Cost was \$30. Mr. Sundell recommends the purchase of flash drives for additional backup. He does not recommend using a cloud or any service related to access to functioning computer. Need to discuss where to keep flash drive off-site.
-Jose moved to spend up to \$150 for a flash drive for additional back-up as well as a fireproof box for the office. Susan B. seconded the motion. Motion passed.

6. Socially responsible investing information was place on the website.

Jose moved to adjourn at 7:15 pm. Erin seconded. Motion passed.

-Minutes respectfully submitted by Erin Leahy Putvin on 6-12-2017