

Meeting Minutes

Date: 12/03/2025

Meeting Start: 6:30 PM.

Attendance:

- Executive Director: Candice Blackstone-Larson
- Board Members: Luke Guindon, Julie Foster-Lindquist, Tom Dummer, Ann Fisher, Sue Bertram, Louise Anderson, Melinda Britton
- Board Members joined remotely: Dick Pierson
- Board Members absent: Lee Ossenheimer, David Wood
- Newly Elected Board members attending for observation: Steven Sams, Susan Divine (remote), Phil Britton

Approval of Previous Minutes

- **Ann moves to approve meeting minutes from November**
 - **Seconded by: Sue**
 - **All in favor.**

Treasurer's Financial Report

- Bell Financial Investment
 - \$114,234.27 + \$9,177.72 since 1/1/25
- Business Checking
 - \$101,860.81
- Grant Business Checking
 - \$8.09
- Business Money Market
 - \$106,028.83
- 12-month CD for \$100,000 at Incredible Bank
 - \$102,831.10
- **Treasurer's Financial Report Approval**
 - **Ann Fisher moves to approve the Treasurer's Report, subject to audit.**
 - **Seconded by: Louise Anderson**
 - **All in favor.**

Old Business

- **The formation of an investment planning committee will stay on the agenda and be brought back as "Old Business" at the January 2026 Board meeting**
- Conflict of Interest Policy Update
 - Ann Fisher and David Wood reviewed the conflict of interest policy and it all looks good. Ann proposed language to update the bylaws and Candice Blackstone-Larson will get the bylaws and all bylaw changes to legal counsel to be reviewed.
- Bylaws Update
 - The members of the Executive Committee met and proposed several language updates and changes to the bylaws.
 - Candice Blackstone-Larson will get the bylaws and all bylaw changes to legal counsel to be reviewed.
 - **Ann Fisher moves to adopt the proposed amended bylaws pending legal review**
 - **Seconded by: Sue Bertram**

- **All in favor.**
- Trailer Licensing Update
 - Candice Blackstone-Larson and Lee Ossenheimer have completed registering all trailers in the Hiawatha Music Co-Op name with the State of Michigan, and added them all to the correct portions of the insurance policy.

New Business

- Festival Contract language change regarding merchandise
 - In the past, we have had an artist that did not bring merchandise to sell but wanted to put their own QR code out for people to buy their merchandise from their own website.
 - Candice Blackstone-Larson has been working with legal counsel to update the contract language to say that artist merchandise will only be sold at the festival merchandise tent.
 - There is a discussion to further investigate the financial records of merchandise sales at the merchandise tent to consider future changes to policy that might allow a fee in exchange for the artists to be able to use their own QR code in lieu of selling their merchandise at the festival merchandise tent.
 - **Sue Bertram moves to approve the proposed language changes to our festival contract regarding merchandise.**
 - **Seconded by: Melinda Britton**
 - **All in favor.**
- Board Orientation
 - Will be performed by the Vice President in the new year.
- Board Eligibility Review Committee
 - A Board Eligibility Review Committee will be formed to discuss Board application eligibility requirements and qualifications.
 - Committee will be chaired by Sue Bertram
 - Tom Dummer, Steven Sams, and Julie Foster-Lindquist will also join the Board Eligibility Review Committee.

Festival

- Discuss Compensation package for non-working Comp tickets
 - AC/Monitor couple combo provides a full compensation package for 4
 - There is a discussion to consider if non-working comp ticket holders should be entitled to food at the food tent, parking, camping.
 - The revision would ensure that dual working family packages receive only two food access wristbands, as they are a single household. The remaining two passes would be issued as regular comp tickets without food access. This allows food tent passes to be limited to working family members rather than recipients of gifted wristbands.
 - **Ann Fisher moves to adopt the revision to the comp package concerning dual working families.**
 - **Seconded by: Sue Bertram**
 - **All in Favor.**
 - **Include language and changes**
 - **All in favor.**
- Delight Lester with Rise Up Singing Workshop

- Delight Lester sent Candice Blackstone-Larson an email detailing her experience and challenges as a workshop performer
 - Workshop performers for Saturday receive a festival pass for Saturday, workshop performers for Sunday receive a festival pass for Sunday.
 - In order to qualify to buy a weekend camping pass, a full weekend pass is required, causing difficulty for performers from outside the area that teach a workshop on Saturday and Sunday to buy a weekend camping pass.
 - There is a comment section on the online order form where performers can specify that they are a performer and purchase their Friday pass. This ensures all materials (workshop compensation and paid for passes) can be together for pickup at the same place and their weekend camping pass can be purchased and processed correctly.
- Hiawatha Festival Compensation Policy Breakdown Doc Review
 - Board members will review the 7-page festival compensation policy breakdown to give feedback at a later date .
 - There is a discussion about the public-facing nature of campground usher volunteers and the details of their compensation.
 - A motion to not require membership for campground ushers was made, seconded and subsequently withdrawn.

Director's Report

- ASCAP music license is complete
- We raised \$270 from Giving Tuesday fundraising efforts
 - Ann Fisher pointed out that it is something to consider that we have been more successful in the past when we have done a Board match
- First merchandise preorder was successful with 63 orders
- NMU study
 - NMU is doing a feasibility study regarding campus and community needs for a new performing arts facility, or improving their current facility
 - Tom Dummer and Candice Blackstone-Larson participated in a virtual call where they were asked for how Hiawatha could potentially utilize a facility that might have more seating and improved acoustics
- Arts Midwest Grant: We were not awarded the \$4200 grant that was applied for
- Michigan Arts & Culture Grant
 - Candice Blackstone-Larson and Heather Picotte will meet to determine which grants to apply for

Committee Reports

- Events Committee
 - Sue Bertram reports that Jan-May events have all been scheduled
 - Luke Guindon presented the idea to have workshop/jam events that are artist themed that can be hosted on Sundays opposite the Old Time Jam events at The Fold.
 - These would likely be free events with an encouraged donation.
 - This idea would require some money to pay a local artist to host each event, this can be gathered and presented to the Board for approval.
- Membership Committee
 - Sue Bertram reports that the committee is working to put together a plan for a Corporate Membership .
 - January Potluck

- We will host a potluck at the end of January to give another opportunity for members to renew their memberships
 - Members get 10% off if they shop for merchandise during the month of December
- Fundraising
 - Ann Fisher reports that the committee will meet in January.
 - Susan Divine and Mary Tilson will be joining the Fundraising Committee.
 - Ann Fisher would like to encourage people to purchase sponsored trailer decals in memory of somebody.
 - We will continue to collect food donations at all events and in the office that can be donated to community members in need.
- Music Selection
 - Dick Pierson reports that negotiations with one of the potential headliner acts has failed and they are moving on and looking for another large headlining act for the main stage
 - Committee members are trying to find a replacement act that can fill that space that has opened. Dick Pierson is looking for headliner act suggestions that Board members can make directly to him, so he can possibly present suggestions to the Music Selection Committee.

Meeting Adjournment

- **Tom Dummer moves to adjourn the meeting**
 - **Seconded by: Luke Guindon**
 - **All in favor.**

Meeting Ended: 8:22 PM.

Next Regular Board meeting - January 7th, 6:30 PM.