

Hiawatha Music Co-op Board  
Monthly Meeting Minutes  
12-10-2014

Present: Susan Divine, Jesse Luttenton, Julie Foster-Lindquist, Doug Kitchel, Erin Leahy Putvin, Susan Bertram, Heidi Stevenson, Mike Fitzpatrick, Michael Reed

Absent: Gene Bertram (excused), Katrina Keough (excused), and Lee Ossenheimer (excused)

Monthly minutes tabled until next meeting.

Strategic Planning minutes reviewed.

Financial Report

Bell: \$68,246.35      MCFC: \$20,000      Wells Fargo: \$10,466.94

Jesse moved to accept financial report, subject to audit. Heidi seconded. Motion carried.

Director's Report

-Thank you to Julie for the preparation on five frame HMC posters for Baby Cakes. There will also be a HMC poster display at the Sweetwater in May.

-Thank you to Emily Prytchitko donated \$45 on the behalf of the NMU HMC student organization.

-Thank you to All Strings Considered donated \$156 toward the Augusta Scholarship

-Thank you to Gene Bertram for his service on the board.

-Bank change update: Account is now at Marquette Community Federal Credit Union (opened Dec. 3, 2014). Stamps and register are forthcoming.

-Quickbooks are installed and Susan is entering data , starting with the new MFCFU account. Wells Fargo numbers will stay in Quicken until conversion is complete.

-A member of Bartowiak Accounting will be helping Susan with Quickbooks.

-HMC was granted the Marquette city fee waiver for \$1,000 for 2015 festival.

-Office will be closed for the holidays until Jan.6.

Strategic Planning

-Calendar discussion/calendar outline review. Goal is to establish annual calendar of events.

-Next board meeting (January 14, 2015 @ 5p.m.) we will elect officers and finalize retreat plans.

-Board Retreat is scheduled for Sat. Jan. 17, 2015 at 9 a.m.

Concert Committee

-The money collected in the membership fund will fund the concert committee for this year. Wednesday concerts are scheduled at the Ore Dock.

-Feb. 18, 2015 All Strings Considered and Sarah and Clancy (funded by NMU) will be performing

-Looking to come up with a catchy name for the Wednesday night series. Susan is collecting ideas on FB. The winner will be granted season tickets to the series (4 shows).

-On Oct. 17, 2015, we will hold our Annual Meeting. Lindsay Lou and the Flatbellies will perform (venue unknown).

-Looking to work with the city and other local organizations to celebrate Earth Day.

-Idea to combine wine & cheese tastings with music, offer a dinner concert, or a silent auction to draw more people for Master Musicians.

-Need to make a minimum of \$2000 on this concert series to sustain it. Will need \$8-10K to carry this series.

-Doug encouraged us to set a goal to replace the membership "seed" money for this program.

-Jesse moves to approve the Concert Committee events proposal for the Wednesday night concert series, with the goal of all funds collected above and beyond be returned to the membership committee funds. Mike seconded the motion. Motion carried.

-A complete budget will be presented soon.

### Board Retreat

-The board will meet for a one-day retreat on Sat. Jan. 17, 2015.

-We will spend at least half of the day on fundraising. We will also evaluate the membership cycle. Also discussed will be financial planning, grant writing, membership, and rainy day fund.

-There was a suggestion to bring in a person to discuss financial planning for nonprofits possibly from Wheatland or Bliss organizations.

-Michael told us about a free grant writing workshop with MCACA. Deadline for the Cultural Data Project grant is Feb.2

-Board retreat agenda will involve: 1) Finance: how to organize where we are currently, how to plan for the future, and what more we can do to expand; 2) rainy day fund bottomline (cancelled festival cost); 3) finalize and vote on 2015 budget (Susan recommended that we set the budget following the retreat and put on Feb. agenda).

-Susan will work on the numbers for what kind of loss a cancelled festival might be.

-Planned agenda:

First half of retreat: Financials: Grant writing/fundraising/where we are/bottomline

Second half of retreat: Membership: How to attract and maintain membership/evaluate membership cycle/ incentive for membership/auto-renewal.

Jesse moved to adjourn at 7:20pm. Heidi seconded. Motion carried.

-Minutes respectfully submitted by Erin Leahy Putvin on 1-8-2015.