

Hiawatha Music Co-op
Board Meeting Minutes
9-9-2015

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

Absent: Michael Fitzpatrick, Katrina Keough (both excused)

Michael moved to accept meeting minutes from August. Jesse seconded the motion. Motion carried.

Treasurer's Report

MCFCU: checking: \$4,533.38 savings: \$50,006.21
Bell Financial: \$66,316.78 (\$68,994.85 on 8-31-2015)

Doug met with Jesse Bell. They discussed the BOD's directives in our investments and the rainy day fund. Jesse said that after his fees and our assessment of risks we are more moderate in our investments than many other nonprofits (still fairly conservative). Our fees are \$600/900 per year and should be averaging 6%. Jesse's recommendation is to use our money to improve and invest in the festival. We should identify our goals with our money and go from there. Jesse did not recommend investing more with Bell at this point.

Heidi moved to accept the Treasurer's Report, subject to audit. Jesse seconded the motion. Motion carried.

Amy Quinn with GLYDC and Susan D. talked today about planning strategic planning sessions. Susan B, will look into the availability of the Landmark board room and a date will be determined.

Upcoming Events

Annual meeting request from Phil Watts. Phil requested promotion and publicity for the Ginny Hawker/Tracy Schwarz event in the form of printed posters. The BOD supports this request.

Ginny Hawker/Tracy Schwarz event details:
Workshop: 1-3 pm on 9-19-2015 at the University Center

All Strings Considered: 9-20-2015 7:30 pm on 9-20.

Les Poules: Ore Dock 7-9 pm on Sunday 10-4

Lindsay Lou & the Flatbellies: HMC Annual Meeting 10-9-2015 Elks Lodge

Baraga Fest: Sat. October 10

Strung Together: MFC/HMC co-sponsored event for Co-op Month 10-25-2015 at MFC.

Possibilities for Warm-up Wednesday series: Ben Hasinger (ukulele) in January, Dan Truckey and Co., Monday Night All-Stars, Children's show, Jeremy Kittle, Lost Creek. Budget will be presented.

April/May: Bayou Fundraiser

New Business

Festival Crisis Support team: Wheatland calls their team "Safety Response Team). Susan D. has asked Wheatland for their policies. Looking to encourage Jeff Baker to help us with this planning. Looking for a team of medical, security, and mental health people on board. Will meet once the policy is in hand.

Committee Reports

Fundraising: No report. Identify specific areas to raise funds for. Goal is to get back to basics, establish our goals, promote HMC. Susan has a draft letter to Rotary which Doug will review. Bobby Glen Brown is interested in grant writing for HMC.

Venue: Has not met since spring. Primary consideration is HMC needs. we have a working document. Looking into honing in the document with specific detail.

Event/concert: Very active. See report above.

Archiving: looking forward to better organizing and storing archives.

Membership: Katrina was absent. Membership was lower this festival than at last, but it was still good. Total 2014 (pre-festival) \$9,325 ~130 people (highest ever!). Membership table will be active at the Baraga Street Festival in October.

Music Committee: Currently getting many emails, first meeting soon to come. There is interest within the new membership for new committees. Music Committee is requesting a separate email, specifically for the Music Committee.

Public Relations: Erin is to coordinate meeting with Jesse, Michael Reed, and Katrina after Oct. Jesse is happy to host.

Contract Negotiations with the city of Marquette: hoping to begin with Jon Swenson in January on negotiations. Jesse and Lee are willing to help work on this.

Second Sunday Folk is requesting \$200 support from HMC. Jesse moved to support the request of \$200 to Second Sunday Folk. Michael seconded. Motion carried.

Director's Report

- Updated festival report was reviewed. Projected profit: \$25,956.71 (about double 2014 profit). This document will be updated to reflect proper membership numbers.
- shooting to present 2016 budget in Oct./Nov. looking for ballpark figures by Oct. meeting from Children's Area and Main Stage.
- Wristband citations from festival (update): two people were charged, pled guilty to fraud under \$200, fined and sentenced with one month probation. Other five citations have not yet come through.
- Quickbooks: Jason Schneider is coming to help Susan on 9-15-15
- Women's Center contact is signed and rent is paid.
- CD collection/lending library: PR90 does not return the media we lend. Perhaps the archive committee can work on getting some of the cd' s returned. Looking into creating an agreement between HMC and PR90
- changed from AT&T to Charter. Anticipated savings: about \$400/year (long distance is free with Charter bundle).
- Susan is proposing purchasing shelving units and cabinets for office supplies and mugs. She plans to condense other cabinets to use for archiving festival binders and photo albums. Also, a new couch was requested.
- pleased with Green Team performance and clean-up.
- would like feedback on traffic flow and back gate.
- Pure Michigan: \$160 to join the Michigan Festival and Events Assn. \$500 business card size ad in "Party at Michigan Place." Also, includes a blast in the Detroit Free Press. Phenomenal distribution. Jesse moved to pay \$160 for Michigan Festival and Events Assn. and \$500 for business card size ad with Pure Michigan. Michael seconded. Motion carried. We also discussed how to track the success of this advertising. Suggestions include: mention this ad and receive \$5 off

Doug is interested in revisiting/reviewing the sound discussion and designing an RFP for sound.

Heidi moved to adjourn at 7:45. Doug seconded. Motion carried.

-minutes respectfully submitted on 10-20-2015 by Erin Leahy Putvin