

CCSA Board Meeting Minutes
2023-2-9

Board members present

Andrew Shaud (Executive Director), Tim Eisele, Maria Bergstrom, Renata Sommerville, Jeremy Black, David Hemmer, Mary Jo Stimack, Traci Yu, Kristyn Kytta, Haley Fredrickson

Minutes

Maria read the minutes. Jeremy moved to accept minutes; minutes accepted by vote.

Executive Director report

Financial update

Currently we have \$21,981 in checking, \$668 in outstanding checks, \$919 in PayPal, and a \$2297 deposit for a total of \$24,526

Outstanding fall tuition is \$2194. Andrew still working on collecting this and has been in touch with the families.

Our payment to MTU for Brian and Andrew is 4 payments of \$18,725.08. The first payment was made in December, \$56,175.24 is still owed and a payment will be made shortly (we have the funds to cover it).

Spring billing has been sent out. We've lost 3 students after the end of the fall term. We are down to 36 billable hours in spring. Andrew would like to increase this by two hours/week if possible.

The piano dolly was supposed to be delivered Monday but has been rescheduled for February 20th. Andrew has made arrangements for getting the piano up on the dolly.

The Semco gas bill has continued to go up with the colder weather, but the electric has stayed steady.

Keweenaw Community Foundation fund has new donor contributions of \$1270.

Andrew reported that he didn't factor the endowment payment into the shortfall reported at the January meeting. What our endowment payment will be is not yet clear because of the volatile market, but the fourth quarter was quite good.

We have the opportunity to send a copy of the statement from the endowment to someone in addition to Andrew. We will add the board president and the board treasurer to our list so they both receive copies.

An MACC grant application was approved to cover most of the cost of KYSO summer camp. There will be a tuition charge, but the grant will help with paying teachers.

Fundraisers

Fun Cards brought in \$1215. There are still a lot of Fun Cards left that could be sold, and they are good until the end of 2023.

Marathon/Auction/Raffle is coming up February 18th. We can only sell \$1000 worth of tickets to stay within our raffle license. Andrew doesn't have enough tickets to give out to all families, but if anyone wants them he can help get some from families who have them.

We could still use more auction items. Items need to be delivered to the kitchen by Feb 10 or 11th. The hope is to have the auction up on Sunday for bidding to begin.

The Playathong includes a donation/sponsorship form as well.

Policy Governance

In January we reviewed the Executive Limitations policy.

Tim brought up [Board-Management Delegation](#) policy for review and we read through it together.

Tim asks the board to read through the document, make any notes about whether any section of the policy needs to be changed or re-worded for clarity, and we will review at our March meeting.

Resolving questions raised last month about group classes

Andrew needs to look at the overall pricing structure—at this point he isn't able to come up with anything better. His desire is for group classes to be considered “part of” the full CCSA experience, so he doesn't want to get into a situation of seeming to charge extra.

Regarding renting out space to other teachers—this might come into conflict with our current lease (since we don't own the building). It would also prevent us from having as much control over the quality of our instruction.

Looking forward

Will we have a need for new board members next year?

Tim would happily hand over the president's role if anyone is willing. Dave would be willing to step off the board. Tim suggested that we look for 2-3 people to take on board positions next year. Maria will check out the terms of current board members and see whose terms will be up at the end of this year.

[Documents about the roles of the officers](#) are on the drive (including [a separate document about the treasurer](#)). Board members should look them over and we can review them at the next meeting.

Next meeting: March 9 (during MTU's spring break)

Motion to adjourn Jeremy

Motion carried, meeting adjourned at 7:45 pm

Respectfully submitted,

Maria Bergstrom, Board Secretary