

CCSA board meeting minutes

September 14, 2023

Attending: Andrew Shaud, Maria Bergstrom, Sarah Williams, Tim Eisele, Renata Sommerville, Mary Jo Stimac, Tracy Yu, Haley Fredrickson

Minutes of the previous meeting were read. Board voted to approve the minutes.

Executive Director report

Bank Report

- Currently \$14,619.45 in checking account
- Balance after Summer bills paid \$5,482.41
- PayPay \$1,542.67
- \$0 in outstanding checks
- Payments due to MTU 22-23
- 1 payments of \$18,725.08 still due
- Payments due to MTU 23-24 are \$75,992, made in 4 payments of \$18,998

Andrew will make the last 22-23 payment to MTU by next week and then push off all payments by one and try to make up in the summer.

Grants

MACC Grants will be announced on September 22. Andrew hasn't heard yet from the Michigan Non-Profit Relief Fund.

Billing

Andrew has switched to Quickbooks online and linked to the bandcamp platform so people can pay in a variety of ways directly from their phone. There is a 2.9% transaction fee. As a result, Andrew is considering increasing the membership fee slightly to offset these costs. Quickbooks will be a \$30/month subscription.

Enrollment

Enrollment numbers are very good. Violin/cello are slightly over the minimum hours we were targeting.

Open House was not as well attended this year, but had one very enthusiastic student. Music Together open house went very well. Only one family chose Tuesday night, so Andrew asked them to join the Saturday session.

At least four students have registered for beginning classes. Over \$38,000 in billing was sent out for fall. Some of this includes membership fees and summer tuition. But, it represents about half of what we need to make our tuition goal for the year.

Personnel

Alex Frasier is not returning as piano accompanist this year. Jennifer Wenger is willing to accompany recitals as she is able. She will play our first recital (next week). Andrew is using this opportunity to lower some of our accompanist costs. For example, for shorter recitals there will be a smaller fee rather than a single fee regardless of recital size.

Amanda has accepted a full time position at the Copper Island Academy but plans to continue with some lessons and Music Together for us.

Old Business

Tim followed up with the banking and turned in the forms to change the online admin to Andrew.

The outside work day was a success on August 19 with removal of one tree and clean up of another and carpet cleaning.

New Business

Fun Cards

Haley and Mary Jo will work on a list of possible business participants and get in touch with them. All of the slots except one were filled last year. Do we want to use the same businesses again?

People liked: Downwind Sports, Peterson's Fish Market. Overall, it seemed to be a popular group of businesses.

Financial records

Andrew and Renata (as treasurer) will plan to meet to go over the books. Andrew will make sure someone else has access to the Quickbooks account.

Board members

We have lost two board members, but we are still within the number designated by the constitution. We will wait until the next annual meeting to add new members.

Building

Tim and Andrew will make plans to meet with the building owners. The last communication with the owner indicated that nothing in our situation would change over the coming year.

Andrew would like to set up some chairs, perhaps an area rug, in the kitchen to designate a space for people waiting for the next lesson so they aren't so much in his teaching space.

Did the plastic covers in the windows help? Some of them seemed to reduce heat loss, others perhaps not so much.

Motion to adjourn by Mary Jo, seconded by Renata
Meeting adjourned at 7:30