

# CCSA board meeting minutes

January 11, 2024

Attending: Andrew Shaud, Tim Eisele, Maria Bergstrom, Renata Sommerville, Haley Fredrickson, Sarah Williams

Minutes of the previous meeting have gone missing. Executive Director's report has been uploaded to the shared drive so people can see what we talked about.

## Executive Director report

### Bank Report

Andrew worked on board financials and his report has been shared. We have just under \$18,000 in cash and slightly less than \$2000 in outstanding fall billing. We haven't paid any 23-24 payments to MTU yet, but we paid our last payment from 22-23 in the fall. MCAC should be sending \$9563, which Andrew will use to make our first MTU payment. We owe the pianist about \$1000 from fall (ongoing make up lessons from fall).

We are doing OK right now. Our spring tuition should be about the same as fall tuition. Brian may lose 2 students but is currently teaching an overload and has a waiting list.

The Keweenaw Community Foundation endowment payment will come at the end of March, if markets continue to do well, we should probably be close to our estimate.

We received a \$2,500 donation from the James A Ruppe Foundation. Located in Calumet and in Chicago. The foundation in the past has supported the Rozsa Center. Maria will draft a thank you letter/receipt.

### Poor Artist's Sale

One good outcome of the performance was meeting a new violist who will be playing with the KYSO for the concert. He is an orchestra teacher from Ohio who is here doing a PhD at Michigan Tech to enable a change of career.

### Fun Cards

The Fun Cards have arrived. Andrew will send out an email for people to sign up for how many cards they want to have and will give them out at the next lesson. We discussed whether the teachers should just hand out envelopes to families. Andrew would like to skip the step of having to distribute them and then collect them back. As a fundraiser this is highly

recommended but not required. We should tell people that our goal is for each family to sell at least 6. Also note in the email that the marathon/auction is coming up (drop off items by March 9). Andrew will draft an email and send it to the board for comments.

## Student stories

It would be great to collect some family/student stories and put together some more marketing materials and social media posts. Maria could have a Michigan Tech student help us work on this. Maria will coordinate with Sarah, who could mentor the student.

Haley noted that it would be helpful to regularly capture things like this. We used to feature student stories in our Musical Musings newsletter.

## Website

We noted that our website is hard to work with for photos. Our current site is hosted on WordPress and could use some updates. This was mentioned specifically in our grant review process.

We also need updates to our registration forms. We have a separate form for everything. It would be nice to have one registration form that branches out to different options. Renata will look at Jotform to see if it would be a good alternative and mock up a possible multi-stage form.

## Alumni stories to capture

Tobin Sommerville took Libby's fiddling class and has now started a fiddling band.  
Rajanee Sripaipan's daughter, who was a violin student with us, is now a doctor and regularly plays with her medical campus orchestra as well as in a quartet. (Maria spoke with Rajanee recently and got this update)

## Future business:

Concert sponsorships: How much did it cost to print the program (last time MTU printed it)? Maybe we could find someone who would print it at cost for us.

Policy governance updates: it would be good for the board to come up with a calendar. Maybe we could take the whole policy and review it over a 3 year cycle? That might make it more manageable.

We need to go over the CCSA policies that we ask parents to sign: review policies, discuss whether these are still appropriate and any that we might want to add/change.

Recruitment: we are full for violin students, we have space for a few cello students, and Jennifer would be willing to take on more piano students.

Sarah Williams moved, Renata seconded, that the meeting be adjourned.  
Meeting adjourned at 7:30 pm.

Respectfully submitted,  
Maria Bergstrom  
Secretary