

# CCSA board meeting minutes

November 14, 2024

Attending: Andrew Shaud, Tim Eisele, Maria Bergstrom, Haley Fredrickson, Megan Bradley, Leyre Alegre, Traci Yu, Micah Erickson, Sarah Williams, Mary Jo Stimac

Tim called the meeting to order at 7 pm.

Minutes of the October 17 meeting were read and approved. Minutes of September 12 were amended to reflect the closed Executive Session and were also approved.

## Executive Director Report

Final payment to Michigan Tech for 23-24 was sent last week.

Payments due to Michigan Tech for 24-25 are \$77,956, in four payments of \$19,489

Andrew is considering negotiating for eight payments rather than four.

Outstanding tuition is \$11,580

## MACC grant

Andrew is finishing up the final reports for 23-24 and also sending thank you letters. The grant requires a 25% match (\$6685). Our operational costs can count as our match. Andrew has returned the unused portion of the 23-24 Professional Development grant.

For 24-25 professional development, Andrew will take an online class this month. Brian is considering a similar class in the spring.

Typically, MACC sends the final amount from the previous year at the end of the grant cycle, so we should have some MACC funds still coming from 23-24. For 24-2 it is Andrew's understanding that we may get the full amount at one time.

## Building usage

The KMEA Woodwind Clinic was held in our building on November 13 (coordinated by Micah). The event went very well.

Kathleen Arten is looking for space for her early music/adult group. Andrew would like to work with her on the space. We would charge her rent. Andrew will investigate. It would probably involve having her store some instruments here (harpsichord).

Board suggests that we develop a rental scale for events and renters, and possibly rental agreements for both events and longer term renters.

## Events

November 17 student recital, 2 pm

December 11 CCSA Holiday Concert, McArdle Theater, 6 pm

The Holiday Concert would be a good time to have a statement from the board: invite contributions, volunteers for board

Jon Ensminger has indicated interest in re-joining the board when we need new members.

## Fundraising

Andrew is working on a draft of a letter announcing all fundraising activities and our goal. He would like to have another cello thermometer to show our progress. Giving Tuesday is in just a couple of weeks. Sarah had some ideas for a direct campaign at that time.

Mailing list of alumni—we need to find the old list and update it. Can the board collaborate to add names of potential donors as well? Andrew has the CCSA mailing list (which has former students as well as current).

An email with quick links would be helpful as well (directing people to the “donate” button on our website).

Maria will do a draft and share out with the board and Andrew. Leyre is willing to do the physical mailing (printing, stamps, sending)

Series of Giving Tuesday posts, especially connected to the building.

\$10,096.33 for windows = 6 windows (initial)

Fun Cards—Mary Jo and Haley working on them. Mary Jo will reach out to Haley. The goal would be to have them available in December.

No board meeting in December. We will coordinate via email for the Giving Tuesday campaign.

Moved and seconded, meeting adjourned at 8 pm.

Respectfully submitted

Maria Bergstrom

Board Secretary