

# CCSA Board Meeting Minutes

2022-9-8

## Board members present

Andrew Shaud (Executive Director), Tim Eisele, Maria Bergstrom, David Hemmer, Renata Sommerville, Haley Fredrickson, Jeremy Brown, Mary Jo Stimac, Kristin Kytta

## Minutes

### Executive Director Report

#### Financial update

All spring tuition is in and Michigan Tech is paid for last year. We need to get an updated amount for our quarterly payments to MTU that accounts for the cost of living increases we approved. Andrew will check in with Jared Anderson at Michigan Tech. Our current balance (including outstanding checks and deposits) is \$8549.65.

MACC grant was submitted, Andrew hopes to hear back next Friday.

#### Enrollment update

Fall enrollment—we have 56 students representing 43 families. This includes several new students and new families, with additional students still applying. Teaching hours have increased over last year up to 35.75 per week.

Brian's schedule is almost completely full. Andrew is considering offering Brian an hourly rate for lessons above and beyond the 17 hours of teaching in his contract, paid through our accountant. We did this for Lindy when she was here. This may depend on his willingness to teach some hours on Saturdays.

Amanda has taken a job with Hancock schools, so her time is capped for piano lessons.

Beginning classes are filling up nicely—fall recruiting has been very successful. The Open House at the church had a great turnout. Andrew was interviewed for Copper Country Today to be broadcast on Aug 28. (not sure whether it actually went out, link isn't currently accurate. Haley will look for a link to post on our website/social media).

Andrew has an event scheduled at the library on Saturday (10th).

Beginning class starts on the 24th of September.

## Executive Director Emergency Succession

All billing has been moved to the [admin@ccsuzuki.org](mailto:admin@ccsuzuki.org) email. Haley will update website to use [info@ccsuzuki.org](mailto:info@ccsuzuki.org) as the primary account for contacting the organization. This shifts the administrative communication away from Andrew's personal or MTU email and makes it easier for someone else to step in at some point if needed. The admin account will give access to all the other accounts.

## Building update

We are currently paying \$500/month rent plus some utilities (gas and electric). Andrew and Tim have an agreement with Right Start (the building owners) to meet again when they get organized in a few months. At that point we will decide who is responsible for what in the building. They have agreed to meet with us at least once a quarter for better communication.

Andrew is looking into organizing the space to reduce heating costs. To avoid having to heat the Sanctuary area to full temperature other than for recitals, he is considering moving Brian downstairs and moving Amanda across into the space where Brian is. This would require us to move the piano for recitals and the piano would need a spider dolly for moving it regularly. Cost for a spider dolly is estimated at \$1000-1500. The pews would also need to be moved to make the aisle wide enough to move the piano regularly.

Musical instruments need a somewhat constant temperature, so we are a little limited in how much we can allow the heat to fluctuate during the day/evening.

The board asked if it would be valuable to have a heating person look at the system? Andrew met with someone last year about the system, it is quite old and complex with multiple furnaces as well as thermostats. Would it be possible to change the thermostats? Andrew will look into what might be possible.

We also considered whether there would be any other organization that might be looking for space that we could share our space with as a sub-lease. Decisions are on hold until Andrew and Tim can meet again with the owners.

## Other items

The Executive Director will be absent October 1-8 and 16-18. Someone else will need to pick up and distribute paychecks. He will miss one week of teaching but has already been working on make-up lessons. Renata as Treasurer can handle the paychecks.

Scholarships: three families have applied. Andrew looked at the numbers and suggests we could give each of them a 30% scholarship and that would still leave a little money in our scholarship fund. If we do well with the MACC grant, we could put a bit more into the scholarship fund.

## New business

### Fun Cards

Mary Jo put together a participant agreement so the vendors can stipulate exactly what they want to offer with the Fun Card. Thanks to Mary Jo and Haley for doing much of the legwork on this. They have a total of 10 commitments so far. There are up to 24 spots available, so board members are encouraged to contact any businesses where they might have connections. Haley will send out a list of possible contacts to the board.

The Fun Cards will sell for \$15 each or two for \$25. Will try to get cards out to families to sell by early October.

### Board updates:

Sangeeta has resigned from the board. David moves, Mary Jo seconds, to accept Jeremy Brown as a new board member. Jeremy has filled in on viola with the KYSO several times and is interested in supporting the organization. He was accepted unanimously by the board.

Meeting adjourned at 7:55.

Respectfully submitted,  
Maria Bergstrom  
Secretary