

CCSA Board Meeting Minutes
2023-1-12

Board members present

Andrew Shaud (Executive Director), Tim Eisele, Maria Bergstrom, Haley Fredrickson, Tracy Yu, Renata Sommerville, Mary Jo Stimack

Minutes

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

Executive Director report

Financial update

Currently there is \$8749 in our bank account, \$1500 in outstanding checks, and \$354 in PayPal for an actual total of \$7604. About \$4600 is still outstanding from fall tuition bills; Andrew is in the process of tracking this down (was \$8784 last month).

\$56,175.24 is still owed to Michigan Tech. Without fundraising, we currently expect to have \$56,320 available. Andrew's quick calculation is that we will be about \$12,500 short without fundraising.

Michigan state withholding mixup: money was taken out but they also charged us. It sounds like this is in process of being cleared up and the extra amount returned to us. That amount is not included in the calculations above.

The first payment of our MACC grant (total \$11,250) should be on its way. The Keweenaw Community Foundation grant of \$1935 will go toward KYSO, with some used for student scholarships and some for music and other expenses.

Walmart grant of \$700 will be used for beginning students. Andrew plans to use it for a cello class to be offered in Dollar Bay.

Keweenaw Community Foundation Herman Gundlach Fund gave us a \$200 gift, which will go in our general fund.

MACC informed Andrew that their professional development fund has very little money left. Instead they suggested that Andrew apply for a mini grant. Andrew requests that the board approve a grant application to MACC to cover the cost of KYSO summer camp. Mary Jo moved and Traci seconded. Motion passed. Andrew will pursue the grant application.

Winter/Spring semester starts January 23. Our numbers are increasing a bit more—a new cello student moving over from the cello class, also a new adult cello student and a family returning after being away for a semester. Total of 58 students representing 45 families signed up for lessons. Total of 36.75 hours of teaching per week (\$34,104). The budget is based on 38 hours per week. There will not be a cello class in L'Anse this term, but Andrew will start offering a beginning class on Tuesdays in Dollar Bay starting in March.

Recruitment

Our Poor Artist's sale performance in December went well. We received \$55 in cash donations and had good exposure for our group.

Building

Brian's room has been painted and looks much better. Thanks to Brian and Jen for these efforts!

A piano dolly was ordered in December. It takes about 6 weeks to be delivered. When we have it, we'll need a few people to help lift the piano onto the dolly (Andrew will send out an email to recruit help).

Our Semco bill has continued to go up (cold weather in December). The UPPCO bill stayed about the same.

Schedule/upcoming events

The KYSO concert was supposed to be January 17, but due to some conflicts it has been rescheduled to January 24, 6 pm and will be held backstage in the Rozsa. Andrew and Brian emailed KYSO families to confirm that the

date change would work.

Board business

Fun Cards

Andrew was too optimistic about moving Fun Card sales online. It turned out to be more complicated than expected to track payments when some people got cards in person but paid online. Most of the Fun Cards are still outstanding. Distribution was a bit hectic at the end of the term with the holiday break. Haley has extras if needed. Maria suggested that in future we just keep Fun Cards offline. We have online options for the auction. A bill for printing the Fun Cards has not yet materialized.

Raffle/Auction

Marathon/Auction/Raffle will be February 18 (online auction should start February 12). Items should probably be delivered by February 11. We will also have a 50/50 raffle at the marathon event. Andrew will send out information to solicit items for the auction.

Policy Governance

Tim will work on deciding which policy to review next month. We weren't prepared for a review for January.

Questions from Amanda

Would we be willing to rent studio space to outside teachers?

Andrew is of the opinion that we should encourage people to be part of our organization. Tim wondered if we could have some kind of cooperative? Andrew would like to keep our standard of having highly qualified teachers. Under policy governance, this is a decision for Andrew.

Would we allow students who aren't taking private lessons to pay a fee to participate in group classes?

Andrew noted that we would need to determine the cost, because currently group classes are covered by the membership fee. According to the website, the cost of a group class is \$200 if you aren't a member (though we haven't had a situation where someone is doing that). Haley brought up the past situation where we had a fiddling class and some students participated in that but didn't take lessons. Renata doesn't recall whether it was just a class fee or a membership fee + class fee. Tim suggested that any costs should be clear and up front. Renata also pointed out that if there is a specific cost for the group class, then private lesson students who don't want to attend a group class might ask for a refund of that amount.

Tim asked what we are trying to accomplish with the membership fee. What is it intended to cover? Currently we say it covers: group classes, recitals (including accompanists), keeping instrument costs low, and rehearsals with our accompanist before recitals. Really, it is to help cover overhead costs, a fee for "maintenance of the organization." Tim suggested that maybe if you are a member you get a discount on the group lessons. Maybe the membership fee is confusing? If we eliminated it (because it is confusing and not fair to everyone) we would have to raise rates on other things. The membership fee does help families with multiple students benefit when it comes to group classes. We could instead offer a discount on group classes for multiple students from the same family.

Our membership fee currently adds up to about \$3825 annually, which we would have to make up in other ways. Also, Tim pointed out that inflation is a real factor, so we should consider that in calculating tuition for next year (look at the consumer price index, for example).

Potentially we can move some of what is covered by the membership fee into the tuition. We could say something like, "the cost of private lessons includes group classes." Renata asked about Brian's Introduction to the Violin group class. Those are billed separately and we don't charge the membership fee. This beginning group class is \$120 (which includes instrument rental). Could something like that be a charge for a non-member to participate in a group class? Perhaps we also need a statement that the group class is not a substitute for lessons, and a student would have to be taking lessons from someone (even if it's a different teacher in the area) to participate in a group class.

Haley pointed out that our Policy Governance allows Andrew to make decisions about charges like the membership fee and whether to charge for group classes. Andrew will make a decision and inform the board.

Maria moved to adjourn the meeting, motion passed. Meeting adjourned at 7:56 pm.

Next meeting will be February 9.

Respectfully submitted,

Maria Bergstrom
CCSA Board Secretary