

CCSA board meeting minutes

October 9, 2025

Attending: Andrew Shaud, ~~Tim Eisele~~, Maria Bergstrom, Jon Ensminger, Megan Bradley, Leyre Alegre, ~~Sean Lonnecker~~, Traci Yu, ~~Micah Erickson~~

Maria ran the meeting in Tim's absence. Meeting called to order at 7:06 pm.
Minutes of the September 10 meeting were reviewed and approved.

Executive Director report

Michigan Tech has been paid in full for 2024-25 year. We have about \$6000 in the account after paying that bill.

Overall we are on track to be a little behind with the budget, but not as far behind as we have been in previous years. Unknowns are our fundraising efforts and the status of MACC. The MI budget was passed last week and included some MACC funding. Details have not yet been shared from MACC. They may be waiting to hear about the federal budget. The financial report for 2025 MACC is due at the end of October.

All part time employees have been offered sick leave in compliance with new MI law. Quickbooks can keep track of accumulated sick leave and hours used. Hours can be accumulated, but you can only use 40 hours in a calendar year. Summer teaching is exempt from sick leave, because we don't require a minimum number of hours and teachers create their own schedule. Andrew will communicate this to the instructors.

We have had four families apply for financial aid. Andrew is looking for outside sources who might be able to provide additional funding. Andrew has pointed the families in the direction of one of his external contacts.

Website updates are needed. Jon has been updating periodically already, he can do additional edits. For now, we need to post meeting minutes for 2025. Maria will work with Jon to share the docs. We also need to remove former board members. Andrew will send a list. Additionally, the "Information for funders" page should be re-routed to Candid (add the "Gold Transparency" link to this page).

Lightbulbs need to be changed in the sanctuary. Maria will try to borrow a tall ladder. The goal is to do this well before the Halloween recital on the 25th.

A relative of John Slivon/Ann Pace has reached out for contact information for their estate. It sounds like there may be an instrument that was left for CCSA. Andrew will be in touch with the lawyers.

Upcoming events:

- Next week is the Big Strings event in Marquette, we are sending Brian and five of our students.
- Treat Street is October 18. Candy donations are needed. Families have been notified.
- Halloween Recital (10/25 2:00)
- November Student Recital (11/16 Sunday 2:00)
- KSO Community Recital (11/20 7:00 PLUC)
- December holiday recital 12/17. It is a bit later than usual. Rehearsal will be Monday, 12/15. This will avoid most teaching times.

The calendar ended up with 17 weeks between the start of the fall and coming back in January. Each teacher has the opportunity to take a week off during that time. We bill for 16 weeks.

We now have more students interested in violin lessons than we have space in the teaching schedule. Andrew is looking for creative ideas. There are about 5 beginning students. Andrew has looked around to see if anyone local could take on some students. It's important to have someone with pedagogy training for starting new students. We do need to be thoughtful about teachers so we are offering consistent quality for the tuition people are paying. There is a possibility to run a group class. Could there be any violinists from MTU who could support a group if Brian were to lead it? We might be able to provide more hands-on experience for the students that way.

Board items

Maria and Megan will look at the sample rental agreements they collected and present a draft at the next board meeting.

Fundraising letter: it would be good to send out a letter to the membership outlining fundraising goals and why we do fundraising. It could include a fundraising calendar. Maria will find a copy from last year and revise, including some recent photos. Megan can help take photos of events and teaching lessons.

Fundraising calendar:

- Rummage Sale: report on results
- Fun Cards do not expire until May 2026. Could be offered at the holiday recital or Halloween recital. Fun Cards will not be repeated in 2026. Will become an alternate year fundraiser.
- March 14 Donor's Dessert Concert (replaces advanced student recital). Do a direct mail campaign leading up to this. Perhaps an end of the year letter would be appropriate. Giving Tuesday is December 2. Call attention to employer matches. Mail out letters the week of November 10. Leyre can assemble the mailing. Levels of giving in the program.
- Silent auction and Suzuki marathon: April 11. Looking for donations.

Feedback on yard sales—skip a year? Maybe a survey for families. Megan will draft an email and share with Andrew and Tim.

Policy

Ends: reviewed

Jon moves and Leyre second to approve as written. Motion approved.

Board members should look at Executive Limitations for review next time.

Next meeting November 13.

Motion to adjourn (Leyre), seconded (Jon), approved and adjourned at 8:08 pm.