

North Kingston Choir Committee minutes 24-11-17

Present: Jem Goddard (JG), Chair , Penny Hamilton (PH), Events, Kyla Cranmer (KC), Membership, Alan Waterman (AW), Treasurer, Tristan Bate (TB), Communications, Ellie Giffard (EG), Secretary

1 Apologies

Phil Meir (PM) Events Support

2 Possible changes to constitution to support paying the Musical Director

The committee ratified 2 decisions that were previously made by email:

- 1) That the committee unanimously agreed that Jessica Bate (JB) should return as Musical Director (MD) – this was noted as very welcome news.
- 2) That the fees for the Autumn term 2017 were raised to £65 to cover costs of temporary MD.

All agreed that next year, as agreed with JB, the MD will be paid £100 per session. (TB abstained due to conflict of interest)

Action: Arrange for payment of MD next year – AW

Action: With Hannah Deveson, amend or delete clauses 9C and 10 of the constitution to reflect that the MD will be paid - AW

All agreed that the MD will not be on the committee going forward. This will allow the MD to focus on the music and avoid any conflict of interest.

3 Fees and membership size - including policy on members taking a term out and wanting to come back - KC, AW

The committee discussed a proposal from JB to expand the choir by 4 female members since there are currently 21 women on the waiting list.

All agreed to expand the women's section by 4 (meaning the capacity for women will be 34).

Action: Expand the female membership by 4 - KC

There was a discussion on formalising the policy on taking a term out, as a few members took a term out this Autumn. As there is a long waiting list, **all agreed** that members wishing to take a term out will need to pay the full term's fee to hold their place in the choir. If the fee is not paid, the member will go to the back of the waiting list.

Action: Write to members to inform them that going forward, members will need to pay the term's fee to hold their place in the choir if they are taking a term out – JG

Action: Amend the constitution to reflect the policy on taking a term out– AW

Action: Adhere to policy on taking a term out when handling the choir membership - KC

4 Plans for 2018- PH

Spring 2018: A 'Making Music' fundraiser event has been organised for 24 March 2018 at Waterloo Station. This has been arranged with Network Rail. Further details to choir members will follow.

Summer 2018: There is the option for the choir to enter the 'Voices Now' festival which is running again in Camden. This event was thoroughly enjoyed by choir members this Summer.

Autumn 2018: A 5th anniversary concert has been booked at Hampton Hill Theatre on 11 November 2018.

Action: With the Chairman, make arrangements to announce planned choir events to members - PH

5 Committee structure for 2018 and who wishes to remain involved – JG

All agreed that section leaders will be invited to future committee meetings. They will be invited to contribute to discussions, but will hold no voting powers.

Positions and vacancies for next year were discussed as follows:

- Secretary - EG plans to step down
- Membership – KC plans to step down
- Treasurer - AW will step down but will stay on until Spring 2018 to settle accounts. A choir member has shown interest in taking on the Treasurer role next year and AW will organise a handover with her and anyone else who is interested in the role.
- Communications – TB is happy to continue the role but is equally happy to step down if another choir member would like the position.
- Social Secretary – vacancy. It was agreed that this position would be suitable for a member who is new to the committee.
- Chair - Subject to other members running for the position, PH will swap with JG to become Chair.
- Events – Subject to other members running for the position, JG will become Events Secretary next year. (It was agreed that it is sensible for the Events Secretary to be a band member to understand requirements when looking for a suitable venue).

(There was a short discussion around backing tracks. For various reasons, there has been a delay in these being added to the website this term. Going forward, it was agreed that these would be ready and posted on the website as soon as possible as they are an invaluable source for practising at home).

6 Reports from committee members – All

Events

PH confirmed that the summer concert at The Cornerhouse raised £286.10 (£237 from ticket sales and £49.10 from the collection box). The money raised is the equivalent needed to allow The Samaritans to stay open for 3 days.

Action: Send TB the 'thank you' email from The Samaritans to add to the website under the 'Previous Gigs' section – PH

Communications

TB reported on the two videos that were produced this year – One from the Voices Now weekend and a music video for St. James' Infirmary Blues.

All agreed that the choir should plan to produce one video a year. It was acknowledged that not only are the videos fun, but they also give the choir members an invaluable sense of belonging and identity.

Action: Look for opportunities for choir videos next year – TB

Membership

KC discussed the membership report that she had submitted ahead of the meeting. It was proposed that next year, the fee would be £60 per member per term.

All agreed that the membership cost next year will be £60 per member per term.

Action: Communicate to the choir that the fee for next year will be £60 per term and arrange for recovery – JG/AW

AW explained that as of yet, the choir has not received any returns on gift aid. As soon as the first payment has been made, it will be easier to determine income and so set fees going forward.

The projected cash balance for the end of this financial year is £1169.

7 Preparation for AGM – JG

Spring term will begin on 8 January 2018.

All agreed that the AGM will be held on Monday 29 January 2018. Notifications of motions are to be received by 15 January 2018 and reports from committee members are to be submitted by 19 January 2018.

Action: Send a reminder to committee members at the beginning of January to submit their reports by 19 January 2018 - EG

Action: Write to all choir members at the beginning of January inviting motions by 15 January. Also invite members to apply for vacant positions on the committee – EG

8 AOB - All

EG suggested that a leaving gift is bought for Michael Searle (MS), current MD.

All agreed that a choir collection will be made for a leaving gift for MS.

Action: Lead on a collection for MS's leaving gift – EG

It was agreed that MS's dinner at the Christmas party will be paid for out of choir funds.

Action: Arrange for payment of MS's Christmas meal out of choir funds - AW

EG asked about rehearsals going forward and whether there will be sectionals and workshops. It was agreed that on occasions when the MD is absent, she won't be paid and during these weeks there will be a sectional rehearsal or a workshop.

AW raised a proposal from JB to hold a North Kingston Choir (NKC) Saturday workshop in the Kingston area in the near future. Proceeds could be put towards choir funds and gift aid would be claimable. KC suggested that this could be a sing-along night.

All were in favour of an NKC workshop that is open to the public in the near future.

Action: Feed back to JB that the choir is in favour of an NKC workshop -AW

AW asked the choir to confirm that if a member joins after half term, they will only be charged half the termly fee. **All agreed**

Action: Amend the constitution to reflect that if a member joins after half term, they only need to pay half a term's fee - AW

AW advised that the choir had been approached to consider paying a magician to entertain at a future NKC concert.

All agreed that choir funds should not be used for anything other than the choir's musical benefit.

Action: Respond to politely decline request to pay magician to perform at a future concert - AW

All agreed that the next committee meeting will be held during Spring term 2018. Agreed that sectional leaders will be invited.

Action: Schedule a choir committee meeting for Spring term 2018, inviting sectional leaders - EG

Meeting closed