

North Kingston Choir
Annual General Meeting Minutes
Monday 24th February, 930pm

Present: Sonja Steed, Jessica Bate, Monica Chapman, Vanessa Hartley, Hannah Deveson, Darlene Ahmed, Diccon Bate, Ellie Bate, Fiona Williams, Emma Wood

1. Welcome – Sonja Steed

a. Sonja welcomed the group and said thank you to:

- i. Monica for collecting membership fees and sorting out banking
- ii. Jessica, Vanessa and Hannah for venue ideas/ contacting venues
- iii. Vanessa for updating membership list
- iv. Darlene for compiling agenda and taking minutes
- v. Jessica for sorting out music

2. Apologies for absence

a. Gaynor (Communications) sends her apologies

3. Music Report – Jessica Bate

- a. Jessica told the group she was choosing the music based on the choir strengths
- b. She would like to attend a 6 week Choir conductor course at City Link which cost £53. All agreed this was beneficial and agreed to reimburse her for the cost. She will be reimbursed from the NKC fund by **Monica**.
- c. Jessica asked how we should distribute music to choir members:
 - i. Bulk buy from music room for the whole choir and members pay accordingly
 - ii. Members buy their own music and photocopy free music where applicable
 - iii. Pay to hire the music for each term
 - 1. After a group discussion it was decided that we will bulk buy music from Music Room for the summer term and charge members for the cost. Members will receive the music pack when they have paid. **Sonja** will organise this.
 - 2. Free music that can be photocopied will be emailed to all members and it will be their responsibility to print off.
 - 3. Next meeting we will discuss if the cost of music should be included in the membership fees.

North Kingston Choir
Annual General Meeting Minutes
Monday 24th February, 930pm

4. Finance Report – Monica Chang

a. Spring Term 2014

- i. Incomings: £810 from membership fees (27 choir members)
- ii. Outgoings: £275 room hire, £60 for James Hall
- iii. Total: £587.50 (including £82.50 surplus from Autumn term)
 - 1. The group talked about what to do with the profit:
 - a. Pay for music next term
 - b. £150 reserve for each term
 - c. Payment for guest conductors, pianists at concerts and possible experts
 - d. Rental for our next concert
 - e. Social event for the choir
 - f. Subsidise members at extra choir events
 - g. This will be discussed in more detail at our next meeting.

5. Membership Report – Vanessa Hartley

a. Update Membership list

- i. 38 people on the list, 20-25 people are attending each week, **Vanessa** working on updating list with Jessica

b. Discuss Facebook group

- i. Only half the choir members are part of the Facebook group.
- ii. How can we encourage more members to join?
 - 1. **Jessica** to include information on how to join in this week's email, emphasising that it is a closed group.
- iii. A weekly email will stay as the main form of communication for the NKC.

c. Advertising for members

- i. Should we be actively advertising for members? Is there a maximum number for the choir? Should we be looking at how many sopranos, altos etc? At the moment, 30 was agreed by the committee but it depends on our

North Kingston Choir
Annual General Meeting Minutes
Monday 24th February, 930pm

new venue. Should a waiting list be started when this number is reached?
More discussion at our next meeting.

- ii. How can we recruit more men to join? It was decided that for now we would try to recruit from friends and family within the choir. **Jessica** to mention in this week's email.

6. New Venue – Sonja Steed

- a. Criteria
 - i. North Kingston location
 - ii. Night of the week
 - iii. Piano/keyboard
 - iv. Nearby pub
 - v. To start after Easter break
- b. After reviewing list of venues two choices were made:
 - i. Tiffins girls is first choice
 - 1. Is there a piano? What instruments can we use in the music room?
 - 2. Liability insurance
 - 3. Monica to call and confirm. Monica and Jessica to visit the school and view room next week.
 - ii. Tudor Hall is the back up (provisionally booked at the moment):
 - 1. No piano
- c. Sonja asked that everyone who contacted venues, to let them know we wouldn't need them at this time.

7. Review of James Hall – Jessica Bate/ Sonja Steed

- a. Feedback from group members:
 - i. Pros: experienced, warm ups, breathing, details he added, polishing songs
 - ii. Areas of improvement: too much talk and not enough singing, not enough positive feedback, not prepared especially for the second night
- b. What is important about the group leader to know about us and what we want?
 - i. 15 mins per song and we like to stand up

North Kingston Choir
Annual General Meeting Minutes
Monday 24th February, 930pm

- ii. Want to learn and have fun
- iii. Like praise
- iv. Preparation beforehand and visiting choir to get a feel for what we do
- c. Should we hire a pianist?
 - i. Just for concerts.
- d. Jessica will be away for 2 nights in March. The group decided that:
 - i. In this week's email **Jessica** will ask if anyone in the choir would like to lead a song or two. If there are no responses by the deadline, then James Hall would be invited to come back. **Sonja** will feedback what is important to us (see above).
- 8. Spring Term Performance and ideas for future choir events - Hannah Deveson
 - a. Summer concert: good to have a sense of purpose and something to work towards
 - i. When/where
 - 1. In the summer term
 - 2. We can hire Tiffins Girls hall
 - 3. Collect money for charity again instead of tickets
 - ii. Aims/ songs
 - 1. Informal for family and friends?
 - 2. What songs should we choose?
 - b. Any ideas for future choir events
 - i. Abba songs at Downland Choral in Caterham – 26th April. **Jessica** to send link in this week's email and next week start compiling a sign up sheet.
 - ii. **Hannah** to contact Kingston First to see if there are any summer events that we could participate in.
 - iii. **Jessica** is in contact with Kingston Hospital who are keen to have us back:
 - 1. Small concert in the patient day room
 - 2. Hospital radio on Saturday afternoon
 - iv. Jessica let us know that we can rent out gallery space in the Rose Theatre for £400 – our first anniversary concert?

North Kingston Choir
Annual General Meeting Minutes
Monday 24th February, 930pm

- v. Ham House – summer event?
- vi. Bandstand in Canbury Gardens: could we be part of a concert and sing during the break?
- vii. Busking

9. Any Other Business

- a. Applying for funding from Kingston Council – who should lead this and when?
 - i. Committee decided to put this on hold. We need to have a specific reason to apply.

10. Action Points:

- a. Sonja:
 - i. Type up choir philosophy and feedback to James Hall if we hire him in March
 - ii. Organise bulk buying of music for summer term from Music Room
- b. Jessica:
 - i. This week's email: joining Facebook group, recruiting men from friends and family, leading choir in March, Abba choir event on 26th April
 - ii. More details about singing at Kingston Hospital
- c. Monica:
 - i. Reimburse Jessica for her choir conductor course from NKC fund
 - ii. Setting up NKC bank account
- d. Hannah:
 - i. Put together some ideas for the summer concert
 - ii. Contact Kingston First about events
- e. Vanessa:
 - i. Continuing to update choir membership list

11. Next Meeting:

- a. Informal meeting on 17th March after choir practice
- b. AGM Monday 28th April

North Kingston Choir

Annual General Meeting Minutes

Monday 24th February, 930pm

- i. What should the membership fee be? Should cost of the music be included?
Should there be a pay as you go option?
- ii. What to do with the choir fund profit?
- iii. Should there be a maximum number for the choir? Waiting list?
- iv. Summer concert and future choir events