

# **NORTH KINGSTON CHOIR COMMITTEE MEETING MINUTES**

**3<sup>rd</sup> October 2019**

**Attendees:** Penny Hamilton (PH), Chair; Sue Manson (SM), Treasurer; Lesley Keirle (LK), Membership; Tristan Bate (TB), Communications; Sally Winter (SW), Social; Georgi Vaughn (GV), Secretary; Jessica Bate (JB), Musical Director (partial attendance via telephone).

**Apologies:** Nello Bearzatto (NB), Events.

## **1. Budget – SM**

SM reported that the budget is looking fine. There is a £1,000 allowance for assets in the budget for this year, of which only £50 has been spent. The Committee was not aware of any new equipment that needed to be purchased. There is also £915 in the budget for “Other” expenses which has not been used. The reserve is therefore likely to increase again as of the end of the year. The Committee will keep the budget surplus under review. SM did not propose any change to choir fees at the moment.

SM informed the Committee that, due to Metro Bank's issues, she would like to move the choir's account to a more stable bank. SM said that Lloyds do a free treasurer's account. The Committee agreed that it was a good idea to move to another bank sooner rather than later, as although the choir's funds would be covered by the Financial Services Compensation Scheme, it may take time to receive compensation in the event that Metro Bank goes bankrupt.

SM reported that all but one choir member have paid their fees for this term.

JB joined the meeting by telephone to discuss costs and ticket pricing for the cabaret night on Saturday, 2<sup>nd</sup> November 2019. It has been agreed to have an early show (with no food) and a late show (with food included in the ticket cost). The Committee agreed that tickets for the early show should be £5 per adult and £2 per child, while tickets for the late show should be £15, of which £10 a head will pay for food. Choir members will be required to pay £10 for food.

The Committee felt that the cost of hiring Henry as a pianist for the cabaret night would be prohibitively expensive, as he would be required for roughly eight hours on the day, plus a rehearsal in advance. This would cost £600, a large amount in the context of the overall budget for the event. JB agreed to try and find a cheaper pianist for this event. The Committee stated that this did not mean the choir would not hire Henry for other events in the future, such as the upcoming Christmas performance at the V&A.

## **Action Points:**

- **SM to transfer the choir's bank account to Lloyds.**
- **TB to put cabaret night tickets on sale for £5 per adult and £2 per child for the early performance, £15 for the late performance.**
- **NB to liaise with cabaret night food provider to ensure a maximum budget of £10 a head for food.**
- **JB to find pianist for cabaret night.**

## **2. Performances - PH**

The Committee discussed performance opportunities for 2020. Firm dates in the calendar are currently: Ellie's wedding on 18<sup>th</sup> April 2020; spring concert at the Exchange in Twickenham on 16<sup>th</sup> May 2020.

There are many possibilities for performances in the summer. JB asked the Committee how many events were doable. The Committee was keen to perform at Ham Fair on 13<sup>th</sup> June 2020 as it gives local people the opportunity to hear the choir for free. The Committee also felt that the performance at Hampton Court Garden Festival this year went well, and JB reported that the organisers were keen to have the choir back and would put us on a bigger stage.

JB is keen for the choir to also seek out new opportunities at larger, more professional events, in order for the choir to keep improving. Two possibilities would be the Rewind Festival in Henley in mid-August and the Coppafeel Festival in Waterloo in October. The Committee felt that it may be difficult to get enough choir members to do the Rewind Festival due to a lot of members being on holiday in mid-August. It was agreed that PH will poll choir members as to how many people can commit to being available for Rewind, and a decision can then be made. The Committee felt Coppafeel comes quite early in the autumn term, but could be a good option if Rewind Festival does not go ahead.

### **Action Points:**

- **NB to confirm with organisers of Ham Fair and Hampton Court Garden Festival for 2020 performances.**
- **PH to poll choir members regarding availability for Rewind Festival in August 2020.**

JB left the meeting.

## **3. Membership – LK**

LK reported that the choir currently has 51 members, 34 female and 17 male. There are currently 49 women on the waiting list, which is currently closed. It was noted that the website needs to be updated to say that the women's waiting list is closed. LK will email all women on the waiting list to check if they still wish to remain on the waiting list.

The Committee observed that soprano numbers are dwindling somewhat. The Committee agreed, however, that it is not possible to divide the waiting list into sections because as a non-audition community choir, new members cannot be expected to know what part they want to sing when they join. It was suggested that JB could encourage some altos to sing soprano, especially for songs with soprano 2 parts, if JB feels the balance of voices is not right.

### **Action Points:**

- **LK to email the women's waiting list to confirm if people still want to be on it.**
- **TB to update website to say the waiting list for women is closed.**
- **PH to liaise with JB regarding the soprano/alto balance.**

#### **4. Communications – TB**

TB reported that he had put out mailshots to advertise the 80s workshop and cabaret night to the mailing list. TB will put tickets on sale for the cabaret night. 25 tickets have been sold so far for the 80s workshop. A small amount has been spent on social media advertising.

PH suggested that since the choir did not end up hiring a videographer to film at the Hampton Court Garden Festival due to restrictions on use of the finished videos, the choir should hire a videographer to film the cabaret night in November. TB agreed this was a good idea. The Committee approved a budget of £750 for this. PH will liaise with JB re booking the videographer we were going to use for Hampton Court.

##### **Action Points:**

- **TB to put cabaret night tickets on sale and publicise.**
- **PH to liaise with JB re booking videographer for cabaret night.**

#### **5. Social events - SW**

SW informed the Committee that the function room at the Canbury Arms is reserved for the Christmas meal on Friday, 20<sup>th</sup> December 2019. The pub says the room will hold 28 people; SW will visit the pub this week to check that the room is big enough for the choir and check on the set menu. SW will then poll choir members for attendance and menu choices, and collect money.

It was suggested that SW find a venue for post-V&A performance drinks on 14<sup>th</sup> December 2019. It was suggested an alternative to Stein's would be preferable, but the venue should be family-friendly.

##### **Action points:**

- **SW to visit Canbury Arms.**
- **SW to poll members for menu choices and collect money.**
- **SW to find family-friendly location for drinks after the V&A performance on 14<sup>th</sup> December 2019.**

#### **6. AGM - PH**

The Committee decided that the next AGM would be held on Monday, 3<sup>rd</sup> February 2020. PH reminded the Committee members that she would need annual reports for each area well ahead of the meeting to share with members.

The Committee discussed who would stay on or step down at the AGM. PH, SM and GV confirmed they are happy to stay on. LK and TB confirmed they are happy to either stay on or step down. SW confirmed she will step down. PH will check with NB whether he will stay on or not. PH will ask choir members for nominations for Communications, Membership, Social Secretary and possibly Events.

**Action Points:**

- PH to inform choir members of date of AGM: 3<sup>rd</sup> February 2020.
- PH to check with NB whether he will stay on or stand down at AGM.
- PH to inform choir members of vacant positions on Committee in January and encourage nominations.

**7. AOB**

No other business was discussed.