**MINUTES OF CKC MANAGEMENT TEAM MEETING**

THURSDAY, 15.3.18 AT 7.30PM

1. **ATTENDANCE**

Director Vicki Dwyer

Team Co-ordinator Diane Jenkins

Treasurer Deborah Martin

Membership Jen Senior

Secretary Betty Fuller

Team Members Susan Kelly, Karen Totaro, Barb Morris

APOLOGIES:

Performance/PR Kate Hawkins

2. **Resolution**: Minutes of previous meeting 8.2.18 ratified

Moved:Deborah Martin

Seconded**:** Vicki Dwyer

**3. BUSINESS ARISING AND ACTIONING**

**DEBORAH** Investigate changing website homepage – ongoing –

Rina Pinto has looked at website and made suggestions which have

been put in place. Suggested revisit once a month.

Request Groupaniser to do updates on Thursdays (Friday our time)

**VICKI** Contact Jan Carley and register for her program

**KATE** Put photobucket guidelines (re uploading photos) together for chorus

Enter CKC Membership Drive in SAA Marketing Awards

**KAREN** Source 2 chorus members to assist AGM Nominating Committee

4. **CORRESPONDENCE**

IN

. 13.2.18 SAI – Hotel Assignment in St Louis confirmed – Marriott St Louis Grand Hotel

. V. Dwyer received offer from Annette Connelly to share coach Gail Jencik – it was declined

5. **REPORTS**

FINANCE

. Finance Reports – Accepted and Expenses ratified.

Moved: Vicki Dwyer

Seconded: Diane Jenkins

. See Attachments

MUSIC TEAM

. Updated recordings to be made by the Music Team once Molly Huffman has coached us

. Steph Wallbank has uploaded Lynda Keever’s notes on our website

. A draft will be put to the Music Team at their next meeting to approve St Louis contest

selection process and riser deadlines

MEMBERSHIP

. Membership stands at 48 members

. Attendance since last meeting averaged 45

. Members Leave - Frances Gurto 11.4.18 - 9.5.18 (incl) Kaye Kendall 30.5.18 – 4.7.18

. Emailed SAI and SAA informing them of Liz Vrhovsek’s resignation

. Kath Ware as passed her first audition and is now a probationary member

. Cathy Bartley, Jessica Foulke, Alison Davis, Emma Edwards and Jennifer Kumar continue

as probationary members

. Lyn Howells and Daniela Groeschel have passed their second audition and are now ready

to be ratified by the chorus as full members

. Kylie Winter is still in the first stage of auditioning

. Doris Ward’s 30 year longevity pin was presented

FUNDRAISING

. 2018 - $125 raised so far

. Recent fundraisers -

Garage Sale of misc items to chorus and ‘nominate a name for the croc’ raised $125

. In response to Karen’s email request the following ideas to be discussed at Mgt Meeting

Alison Anderson suggested Cookies from Snowy Mountain Cookies, purchasing at wholesale and selling at RRP with a possible profit of $371.14 (See attachment) and Boutique Wines with personalised labels with a possible profit of $350 (See attachment)

Also in response to the email Violetta Owen said she would be happy to join the

Fundraising Team

. Upcoming fundraising events -

Bunnings Sausage Sizzle Castle Hill Sunday 15 April – Alison is organising with help from

Liz Vrhovsek on the day

Bunnings Sausage Sizzle Castle Hill Saturday 19 May

Trivia Night Saturday 21 July - venue at St Josephs and Trivia MC both booked

Movie Night – organised by Cheryl Benson – date/time tba

PERFORMANCE/PR

. Kate proposed entering our recent Membership Drive in the SAA Marketing Awards –

Agreed by the Mgt Team

. Would keep the PR budget much the same as in previous years – there will be the

Meetup subscription cost, and a small contingency to cover other incidental costs,

Providing our Show is going to have its own PR expense line in the Budget

. The only other marketing-related expense could be luggage tags, or similar, for our

St Louis trip, although these may be self-funding

6. **GENERAL AND OTHER BUSINESS**

**.** Scarves for CKC – it was agreed to order 70 @$18.00 + GST ($1386 Total). They would

be self-funded by chorus members

. New Rules for Incorporation – Di James to send once approved and Deborah Martin will

submit the documents. Notice will be voted on at our AGM on 25.4.18

. AGM Nominating Committee – Karen Totaro plus 2 others to be determined

7. MEETING CLOSED AT 9.30PM

8. NEXT MEETING: 7.30pm Thursday, 19.4.18 at Di’s house