**AGENDA OF CKC MANAGEMENT TEAM MEETING**

THURSDAY, 13 September 2018 AT 7.30PM (@ Di’s)

1. **ATTENDANCE**

 APOLOGIES:

2. **Resolution**: Minutes of previous meeting 16 Aug 2018 ratified

 Moved:

 Seconded:

**3. BUSINESS ARISING AND ACTIONING**

Current Business arising and actioning relate to either the upcoming show or Harmony Classic – have left these in the Performance section for continuity and clarity.

4**. CORRESPONDENCE IN & OUT**

IN

 OUT 11 Sep 18 : Alison Anderson – letters of thanks to Sydney Harmony (loan of the risers), Darren Alchin (truck to move the risers) and Heino Windhorst, Madee De Vito, David Senior and George Moessis (assisted with transport of risers).

**REPORTS**

**FINANCE**

Finance report accepted by:

Seconded:

|  |  |  |
| --- | --- | --- |
| **TREASURERS'S REPORT FOR AUG 18** |   |   |
| Opening balance all accounts |  | **$66,911.13** |
|   |  |   |
| **Receipts :** |  |   |
| Misc fundraising | $0 |   |
| Donations  |  $500 |   |
| Interest | $7.01 |   |
| Member Fees | $2,810.00 |   |
| Costumes and badges | $1,174.85 |   |
| Misc Income | $151.71 | **$4,643.57** |
|   |  |   |
| **Expenses :** |  |   |
| Fund raising event expenditure | $287.00 |   |
| Harmony Classic | $0 |   |
| Misc expenses | $151.94 |   |
| Operating expenses | $4,079.96 |   |
| Staff expenses | $2,285.09 | **$6,803.99** |
|   |  |   |
| **Closing balance** |  | **$64,750.71** |
|   |  |   |
| **Account balances 31 May 2018** |  |   |
| Westpac Community Solution balance | $13,719.35 |   |
| Westpac Business Maxi Balance | $13,946.12 |   |
| Westpac Term Deposit 2 balance | $37,085.24 | **$64,750.71** |

Treasurer's Report -

* + $4643.57 in receipts, mostly from membership fees and payment for costumes, but note there is an anonymous donation of $500 from a chorus member who wants to pay for the lights and a new pitchpipe
	+ $6803.99 in expenses, mostly for costumes and equipment insurance as well as room hire and director's honorarium and international dues
* Budget vs Actual, up to August 2018 - total funds $64,750.71

**MUSIC TEAM (report to be submitted)**

**MEMBERSHIP (report to be submitted)**

**FUNDRAISING (report to be submitted)**

**PERFORMANCE (report to be submitted)**

**MEET ME IN ST LOUIS SHOW WRAP UP**

**MARKETING (report to be submitted)**

6. **RATIFICATIONS BY EMAIL**

23.08.18 Continue with Term Deposit Rollover for 24 months (D Martin)

7.09.18 Purchase of USB for competition (V Dwyer)

7. **GENERAL AND OTHER BUSINESS**

* St Louis Bound –

**ON THE BACK BURNER (BUT NOT FORGOTTEN…) :**

* Mary Owens annual trophy for CKC member - to be revisited later in the year
* Question as to whether we need a travelling shirt for competition – is it time to retire/replace the current pink & purple polo? Madee has a uniform supplier she will contact to ask about shirts in return for subtle advertising.
* Membership drive planned for Feb to April 2019. Will be an 8 week course plus commitment to attend a weekend retreat. Current chorus members will be educated about how to promote the course – Vicki will devise a plan for next year.
* Need to find someone in the chorus to take on the grant application process for any future ventures (replace Karen Tucker).
* So who has our banners??? Have they been located?

8. MEETING CLOSED AT

9. NEXT MEETING: