

MANAGEMENT TEAM MEETING THURSDAY, 14 November 2019

Opened:7:50pm

1. ATTENDANCE

Director	Vicki Dwyer
Team Co-ordinator	Carol Lutz
Treasurer	Sue Gray
Membership	Jen Senior
Marketing/PR	Di Jenkins (relieving)
Performance	Sharon Sullivan
Secretary	Pippa Anderson
Team Member	Di Jenkins

APOLOGIES: Susan Kelly

2. **Resolution:** Minutes of previous meeting 24 October 2019 to be ratified

Moved: Sue Gray

Seconded: Sharon Sullivan

3. **BUSINESS ARISING AND ACTIONS – Previous Meeting**

- Di contacted Sue Gourdie
- Carol has organised risers
- Sue Gray – sent Sydney Harmony invoice but has not been paid yet
 - longevity pins have arrived
 - bank form still to be signed by Carol and Pippa
- Life membership for Steph Wallbank – still to be worked on. Regional and international fees would be paid by CKC. To be ratified at AGM.
- Carol working on notification about costumes for new members
- Di still working on copyright. Needs information on APRA membership – when was it paid?
- Di sent off CKC track of *It Is Well* to ACW in memory of Lindsay Dyer
- Chorus culture activity completed with more to come in the future
- Liz P.-W. to be asked if she will co-ordinate February 2020 retreat at St Joseph's. Chorus informed of attendance expectations. Questions have been asked about costs and needing to live-in. Compulsory Saturday night dinner? Encourage lunches and Sunday breakfast. Saturday night entertainment. Survey of chorus members regarding decision on staying at St Joseph's.
- Regarding request for carpet sweeper – no dustbuster style, perhaps chorus member has one that can be donated. Di and Carol were not contacted by St Joseph's regarding cleanliness after rehearsals. Our requirement is to leave the area clean and tidy. St Joseph's is paid to clean as part of our rent. Carol to talk with Inese and Cathy S.

4. CORRESPONDENCE

IN

- *Sing Out* magazine received by Carol
- IBOD voting instructions
- *Something's Coming* - Harborlites

OUT

- *Something's Coming* invoice - Sue Gray (?)
- Sue G. has sent notifications to 2 members regarding non-payment of fees. Vicki to draft an email to Music Team regarding the lack of support by some of the Management Team in this regard. Management Team to approve before sending.

5. RATIFICATIONS BY EMAIL

Nil

6. REPORTS

FINANCE

- Reverse in and out fixed
- \$14000 in everyday a/c, Term Deposit still going
- Fees are up-to-date
- Access to \$36000

. Finance Reports –
Moved: Di Jenkins
Seconded: Jen Senior

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MUSIC TEAM

- Vicki would like chorus to pay for Steph, Betty and Heather to attend Directors' School 2020. About \$1000 total. - Approved

MEMBERSHIP

- Debbie Proctor has resigned
- Linda Vitali-Alchin has returned

FUNDRAISING

- Lyn is having trouble getting support from Chorus. No more garage sales – too much hard work for small reward. She has asked if there is a budget to achieve. Trivia Night and Bunnings are still viable. Sue Gray to communicate with Lyn.

COSTUMES/MAKE-UP

- Shoes will be researched once Vicki has returned – Deslie's at Panania.
- Debbie's costumes to be returned.
- 4 new costumes to be made for Hobart
- Jen Kumar has enquired about travel shirts. Di and Vicki to research while in Thailand
- Appropriate levy for Sue Gourdie's teal top and velvet pants (could borrow Doris's?). Sue to be added to SCB list to keep in touch with what Chorus is up to. Needs to be added to website and have access. Only on CKC books until end of Hobart Convention 2020.

MARKETING/PR

- Facebook
Sharon to take Kate off website where appropriate
- Meetup has closed down.

PERFORMANCE

- Sharon has been in communication with Parramatta Council regarding Australia Day performances.
 - Required 7-9am in the aerial part of the park, with Citizenship Ceremony at 8:30am – national anthem. Agreed to \$1200 for both. Risers required? Need to encourage chorus members to attend.
- Christmas in the City – 24 members have signed up at this point. Good fundraising activity.

7. GENERAL AND OTHER BUSINESS

- Logo competition – Jen Kumar has submitted a strong logo, but need to change flower. Carol to let Jen know that it is not really fitting in with who chorus is.
- Suggestion coming that we should charge members \$100 instead of fundraising. No need.

8. MEETING CLOSED AT 10pm

9. NEXT MEETING: Thursday 16 January at 7:30pm at Sue's place.