

AGENDA MANAGEMENT TEAM MEETING

THURSDAY 16 JANUARY 2020

Meeting opened at 7.45pm

1. ATTENDANCE

Present: Carol Lutz, Sue Gray, Jen Senior, Di Jenkins, Susan Kelly, Pippa Anderson

APOLOGIES: Vicki Dwyer, Sharon Sullivan

2. Resolution: Minutes of previous meeting 14 November 2019 to be ratified

Moved: Jen Senior

Seconded: Susan Kelly

3. BUSINESS ARISING AND ACTIONS from 14 November meeting

- Sue to speak with Lyn Howells regarding fundraising expectations – Lyn Howells has been assured that there is no target amount to meet for fundraising.
- Research for new chorus shoes – Vicki and Kath W. – ongoing.
- New costumes to be made – Costumes completed - \$90.00 each.
- Travel shirts – Vicki and Di in Thailand (if time) – nothing suitable found
- Sue Gourdie to be added to website and SCB mailouts – Sue will be attending convention in Hobart with us pending health issues. Has paid up to end of January.
- Handover from Kate to Di – not completed. Kate's phone number is now off the website contacts list, Sharon does not want her number on it.

4. CORRESPONDENCE

IN :

- Information regarding Lynda Keever visit. Dates and fees finalised, forwarded from Di to Carol and Sue. Amendment to dates – no rehearsal on the Sunday, now coming to Wednesday night rehearsal as well as Friday night and Saturday.
- Deborah to Carol – survey from the Australian Choral Association

OUT : Nil

5. RATIFICATIONS BY EMAIL Nil

6. REPORTS

FINANCE

. Finance Reports –

Westpac Balances 31 Dec 2019	
Transaction Acc	18,662.60
Cash Reserve	22,035.34
Term Deposit	37,956.74
	78,654.68

December 19	Sum of Amount
Expense	-1,491.78
Honorarium	-745.00
Room Hire	-560.00
SAI Membership	-146.78
Xmas Dinner (Director)	-40.00
Income	2,121.70
Fees	1,920.00
Garage Sale profit	200.00
Interest	1.70
Grand Total	629.92

November 19	Sum of Amount
Expense	-3552.93
A Downton Coaching	-1489.22
A Downton Gift	-14.95
Garage Sale Ad	-74.5
Honorarium	-650
Learning tracks	-317.07
Room Hire	-420
SAI Fees	-587.19
Income	8149.09
Fees	5125
Garage Sale	2022.9
Interest	1.19
Performance Fees	1000
Grand Total	4596.16

- \$40,000.00 available
- Most fees up-to-date, 1 outstanding
- Need to remind Debbie Proctor that she needs to stop payment of fees – refund overpayment.
 Moved: Jen Senior
 Seconded: Susan Kelly
- See Attachments

MUSIC TEAM

MEMBERSHIP

Membership stands at 55 members.

Attendance at rehearsals since our last meeting has averaged 41 members.

Members' Leave

Daniela Groeschel	22/01/20 – 05/02/20
Alison Anderson	02/09/20 – 30/09/20
Doris Ward	17/06/20 – 16/07/20

Violet Owen tendered her resignation on 28th November citing family commitment as her reason for leaving.

Christine Grech and Abbie Widin are no longer continuing. Miho Sorimoto has passed her first audition and is a probationary member.

Sue Gourdie is currently unsure of her intention to join us in Hobart. She is awaiting some medical tests to see if she is able to continue.

FUNDRAISING

Bunnings sausage sizzle in March.

COSTUMES/MAKE-UP

MARKETING/PR

Handover from Kate to Di still needs to take place.

PERFORMANCE

City of Sydney Christmas

Three sing outs were completed and the feedback post performances from Council was positive. We continue to maintain a healthy relationship with City of Sydney Council. The new format of the first two sing outs with alternating groups appeared to work well and the crowds were good, enthusiastic and often stayed for the entire set.

Member code of conduct was a concern at the first sing out. A CKC member performing on the night went to approach a busker set up across the road at Town Hall requesting they turn their music down. All members were advised at the safety briefing and at Chorus, that it is Council's responsibility to deal with such issues and that any concerns **must** be passed on to them (which I had) This member's behaviour was inappropriate and rude at the time.

Parramatta Council Australia Day

At the time of writing there are 20 members signed up for this performance.

4 Bari, 8 Bass, 6 Leads, 1 tenor

There are 5 members who have indicated MIGHT

There are 8 members who have not responded. Call time 6am for 7am start.

Council on 6/1/20 requested CKC or a small group be available for a media/press event on 13/1/20. Due to short lead time, Alouette filled this obligation and a fee of \$600 will be paid to them from Council. The media coverage with Alouette was on Channel 9 news 13/1/20.

Further details for Australia Day will be emailed to me in the coming days, at which point will be communicated to the chorus.

There is a rehearsal on 15/1/20 for Australia Day preparation. I am on holiday on 22/1/20, so will ask a member of the team to talk to Chorus in business regarding Australia Day.

We also need to advise the Chorus the costume for the performance, especially new members who may need to orange shirts, scarves and pants.

At this point there are no further performances planned and as will now be preparing for competition in Hobart.

7. GENERAL AND OTHER BUSINESS

- costings for retreat and Hobart convention accommodation
- Pippa to send to Carol for SCB, send emails to members.

8. MEETING CLOSED AT 8.37pm

9. NEXT MEETING: 13 February 2020