

AGENDA MANAGEMENT TEAM MEETING

THURSDAY 19 MARCH 2020

Meeting opened at 7.50pm

1. ATTENDANCE

Present: Carol Lutz, Sue Gray, Jen Senior, Di Jenkins, Vicki Dwyer, Sharon Sullivan, Susan Kelly, Pippa Anderson

APOLOGIES: Nil

2. Resolution: Minutes of previous meeting 16 January 2020 to be ratified

Moved: Carol Lutz

Seconded: Jen Senior

3. BUSINESS ARISING AND ACTIONS from 16 January meeting

- Debbie Proctor has now ceased paying chorus fees.
- Handover from K. Hawkins to Diane is almost complete Instagram to be finalised.
- Press contacts have been changed
- Hobart and Retreat accommodation finalised.

4. CORRESPONDENCE

IN :

- One Music Australia regarding registration. Subscription to other subscription ends in April. This one is more expensive but gives more freedom of use. To be revisited at April meeting.

OUT :

- Di cancelled St Joseph's for rehearsals and workshops.
- Vicki cancelled L Keever and Jo Oosterhof workshops

5. RATIFICATIONS BY EMAIL

- Photo Bucket – advised by D Martin that next 12 mths to be paid for - \$65 – ratified.
- Admin Bandit subscription almost due
- Vicki cancelling Eastern Region and CKC events/rehearsals

6. REPORTS

FINANCE

. Finance Reports –

- Renew Admin Bandit for 12 months
 - Books to be audited before AGM, can be an audit committee. SAI rules, independent review of books. Ask D Martin.
 - Profit made on our last Bunnings sausage sizzle but not as high as usual .
 - New shoes payments flowing in.
 - Still need to charge new members for costumes.
 - Cheryl Wolfenden updates website for members' fees.
 - Most fees up-to-date, 1 outstanding
 - Coastal A Capella paid \$50 for use of risers during their retreat.
- Moved: Di Jenkins
Seconded: Sharon Sullivan
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MUSIC TEAM

- Plans for the future now changed due to cancellations: riser placements, coaching, etc.
- Vicki looking into use of Zoom instead of Facebook Livestream for rehearsals and meetings. Will stick to Facebook for now as Zoom would have time lag issues for chorus input. \$21 cost for Zoom. Further investigation needed.

MEMBERSHIP

- Membership stands at 54 members, including Lesley Russell.
- Attendance at rehearsals since our last meeting has averaged 48 members.

- Members' Leave

Jenny McPhee	14/5/20 – 26/5/20
Emma Edwards	28/7/20 – 16/9/20
Kaye Kendall	1/9/20 – 1/10/20
Kath Ware	20/9/20 – 8/11/20
Alison Anderson	02/09/20 – 30/09/20
Doris Ward	17/06/20 – 16/07/20?

- Resignations from Rina Pinto and Kate Hawkins.
- J Bourne is working on 30th anniversary text
- Deborah Martin received 20 year pin, Di Jenkins to receive hers shortly.
- To ask Jessica Z if she would like to join our virtual rehearsals.
- We may lose some members who were planning to leave after the Hobart convention
- Opportunity to start learning new songs

FUNDRAISING

- Bunnings barbeque in March made a profit of over \$500. Leftover sausages and drinks have been sold.

COSTUMES/MAKE-UP

- Shoes ordered and on their way. Delay due to pandemic.
- Costumes made for new members.
- Amended make-up video almost completed.

MARKETING/PR

- Virtual rehearsal has been mentioned on the website.
- Hornsby RSL cancelled for August concert.
- Ann Keating is still looking after Photo Bucket.

PERFORMANCE

- Search for performances has been put on hold for now.
- Hoping for performances for Christmas and Australia Day.

7. GENERAL AND OTHER BUSINESS

- AGM is due to be held by the end of April. Nominating Committee required. Due to the extraordinary circumstances, it has been suggested that we delay the AGM in order to allow the present committee to continue until normality returns, hopefully September/October. Would need a Zoom meeting to hold an AGM at present. 2 weeks' notice required. Need to check rules to see if process is required to suspend.
- Carol and Sue G to write text for submission to members regarding continuation of current management team.
- Need to reinstate discipline on the risers once rehearsals resume. Serial offenders to be spoken to.
- Next steps: Video rehearsal not viable at the moment. Vicki to communicate with members. Trying not to add stress, new songs would be good. Consider review of booking with St Joseph's at the end of the school holidays. Carol
- Approval for Vicki to pay for new songs.
- Time to consider raise for Vicki due to exceptional circumstances. Email for discussion.

8. MEETING CLOSED AT 9:50pm

9. NEXT MEETING: 23 April 2020