

AGENDA MANAGEMENT TEAM MEETING

THURSDAY, 24 October 2019

Meeting Opened 7:50pm

1. ATTENDANCE

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

APOLOGIES: Nil

2. **Resolution:** Minutes of previous meeting 12 September 2019 ratified
Moved: Sue Gray
Seconded: Sharon Sullivan

3. BUSINESS ARISING AND ACTIONS

- Resignation of Kate Hawkins from Management Team ratified
- Carol and Pippa still to do signatures
- Carol has explained Angel Fund processes through SCB
- Sue Gray to order longevity pins
- Carol sent email confirming rooming for 2020 convention
- City of Sydney Christmas performance on 30 November will not be a singalong, same format as in previous years
- Eye Make-up sorted. Chorus has been advised of which one to purchase.
- Liam was not asked to film for Region video due to HSC. *I Am Woman* video completed and sent to Region 34.
- PERLA event has been postponed until 2020.
- 2020 Concert at Hornsby RSL going ahead on 29 August.

4. CORRESPONDENCE

IN

- Perth Harmony re Ann Downton visit - Di Jenkins
- Carol – request from Region regarding 2020 Directors' School at St Joseph's: use of CKC risers. Permission to use with no charge. Heather Baeza, Betty Fuller and Steph Wallbank also attending.
- Carol – Wrest Point Hotel – 32 rooms for Convention
- Vicki – Sue Gourdie wishing to perform with CKC at Hobart Convention 2020.

OUT

- Perth Harmony re Ann Downton visit – Di Jenkins
- Sue Gray – Invoice to Sydney Harmony Chorus re performance at SHC concert

5. RATIFICATIONS BY EMAIL

Nil

6. REPORTS

FINANCE

- . Finance Reports –
- Fees now all up-to-date on CKC website
- Some members don't want to pay using the Internet. Able to go to a branch and deposit into CKC account.
- Bunnings barbecue proceeds banked. Profit of about \$1200. Sue Gray to approach Pendle Hill Meat Market for cheaper sausages for future sizzles.
- Signatories – everyone on the team able to sign. Sue G. and Deborah Martin will be administrators – approving payments.
- - Moved: Vicki Dwyer
 - Seconded: Di Jenkins
- . See Attachments

MUSIC TEAM

- Vicki has been looking at new copyright rules. Di to follow up. Signing up to new system gives more freedom to arrange, perform and record songs.
- Concert 2020 – Blindside quartet competing at international men's convention 2020 then going to Pan Pacs. If on our show we would have to pay them \$100.00 plus air fares. Happy to be billeted. Vicki would like to incorporate them into our show. Probably \$3000 total. Would use them as MCs, saving hire costs. They would be a drawcard.
- Proposal – When Vicki is absent, Steph Wallbank to take over. Award Steph with a Lifetime membership as she won't accept payment when she does step in. CKC would pay

Region and CKC fees, Steph would pay her own escrow. Vicki to be paid when absent due to effort put in to prepare rehearsal.

MEMBERSHIP

- Frances Pegrem and Elizabeth W. have both pulled out. Christine and Mi Ho have been coming to rehearsal. Abby Widen has attended one rehearsal and is keen to continue. Jessica Skoog will return when finished with university commitments.
- Sue Gray to order longevity pins.

FUNDRAISING

No report.

COSTUMES/MAKE-UP

- Kath Ware has 2 quotes for 5 new teal tops - \$160 and \$90. Accept \$90.00 quote.
- Costume levy needs to be paid by new members. Document with details to be put in SCB asap– new members to purchase own St Louis costume (shirt and pants). Lots of scarves available (no cost).

MARKETING/PR

- Video of *I Am Woman* – 3 copies sent to Region
- Di has been posting on Facebook.
- Carol to send recording of *It Is Well* to A Cappella West re sympathy for passing of Lindsey Dyer.

PERFORMANCE

- Parramatta Australia Day – will probably perform national anthem at Citizenship Ceremony, maybe not the usual early start. Will charge public holiday rates - \$600 for one, \$1200 for both.
- Not available for Hills Christmas Night – CKC Xmas party night.

7. GENERAL AND OTHER BUSINESS

- Sue Gourdie would like to sing with CKC at Hobart Convention 2020. Positive attitude. Will have same rules applied as all members – attend workshops and last 6 rehearsals (could Skype in but aim to attend last 1-2 rehearsals). Will have to pay our fees. Needs to workshop stick to attendance rules (at director's discretion). Sue Gray offered to provide accommodation for November workshop. Team in agreement, Di to communicate with Sue about expectations, costs, etc.
- Kate Hawkins – Vicki had conversation 22/10 before Kate's return to the risers. Kate now has to respect the decisions of the management and music teams now that she has stepped down from her management team role.
- Suggestion of team building after Ann Downton's visit.
- Christchurch motto – "If it's to be, it's up to me".

- Next rehearsal – work on culture in preparation for Ann Downton’s visit. Carol has a lot of equipment.
- Pippa to organise accommodation and food for February retreat if Liz P-W not available.
- Convention – arrive in Hobart on Thursday at latest, rooms available from Wednesday, check out Sunday. Members will have to give notice soon as to their preference for Wednesday/ Thursday arrival. There will be a price variation due to standard of the rooms. Carol to put dates and times into SCB.
- February 2020 Retreat at St Joseph’s. Not everyone has to room in all weekend, but everyone expected to be present for Saturday lunch and dinner in dining room, Sunday breakfast as well. Expectation that all members will stay Saturday night. Need to find out costs asap. Carol has standard catering costs.
- Angel Fund suppers – suggest last rehearsal of the month, donations tin.
- Hospitality Team have asked for a cheap carpet sweeper to clean up supper area. Need to check if we have access to a vacuum cleaner. Pippa to check back with Inese and Cathy S. about who complained.

Meeting closed: 10:40pm

Next Meeting: 7:30pm, 14 November 2019 at Sue Gray’s

8. MEETING CLOSED AT

9. NEXT MEETING: