

The following reports were presented during the rehearsal on 18th November 2020 as a wrap up for the year of COVID.

They were also distributed via SCB.

TEAM COORDINATOR REPORT 2019

2019 was a busy year for Circular Keys Chorus as we reflected on our achievements in the 2018 International Harmony Classic competition and started preparation for our next regional competition. What an exciting time as we worked hard on our skills and on our new competition songs in preparation for Hobart 2020. Building on friendships and teamwork, we continued to move forward, embrace opportunities and support each other, becoming a stronger musical chorus, proud of our achievements and ready to shine.

2019 saw a change in the management team with a new Team Coordinator, a new Finance Manager, a new Secretary and a new Performance Coordinator. I have been blessed to have worked with such a strong united team from our first meeting. It is clear that each and every member of your CKC Management Team has CKC's best interests at heart. Sue Gray, our Financial Manager who stepped in to take over from Deborah Martin after many years, has done an admirable job managing CKC finances. Pippa Anderson keeps all our discussions documented in the minutes and Jen Senior, continues to excel looking after our membership. A big thanks to Diane Jenkins, who stepped in to take over PR after Kate Hawkins resigned from the team. Sharon Sullivan did a wonderful job with community and performance opportunities. Susan Kelly has been a wonderful committee member, willing to put her hand up to support the rest of us where she can. And our Fundraising coordinator, Lyn Howells, who although unable to come to our meetings, continued to work hard and raise

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funds throughout the year. It has been an honour and a privilege to work with this amazing team, and I thank you for your time and effort.

The biggest thank you must go to our wonderful Director, Vicki Dwyer. I am sure everyone in CKC feels lucky to have you as our director. Your enthusiasm, talent and passion for teaching us to become better singers week after week is infectious and greatly appreciated. Your subtle approach to teaching us all music theory does not go unnoticed, and it is truly appreciated.

To all the CKC members, I want to thank you for your support and all your contributions to chorus activities, including attending rehearsals and performances, supporting our fundraising and social activities, and generally being willing to chip in and help whenever you are asked. You are core to making CKC as wonderful as it is. Without each and every one of you, CKC would not be the same.

Moving on to 2020. Who would have predicted the start of 2020 and the arrival of COVID-19, that would become a global pandemic and change chorus life for far longer than anyone could have anticipated?

In true CKC style, we have all adapted to Zoom rehearsals and keeping COVID safe. Whilst I know we all long for the day when we can sing together in the same rehearsal space, I thank you all for continuing to attend the rehearsals regularly and participate in the virtual performances. It certainly shows the strength of the spirit of CKC.

I look forward to what 2021 will bring – hopefully the COVID situation continues to decline in Australia and as restrictions ease, we can find a way to safely sing together. Vicki has a number of ideas about how we can do this, and the management team discusses it regularly. Our main concern is the safety of you, the members. We don't want to put anyone at risk, but rest assured when there is a safe way forward, we will sing together again.

Thanks again everyone,

Carol Lutz

Team Coordinator.

THE FINANCIAL WORLD OF CIRCULAR KEYS CHORUS - 2019 POTTED EDITION

In the absence of a formal AGM this year, this sets out to provide a statement of the financial year for CKC for 2019 (also known as life as we knew it.....).

Over the year our income exceeded our operating expenses, so we closed out 2019 with a profit of roughly \$7,500 – largely on the back of the fabulous fundraising and three performances (remember them?) and our membership fees for the year.

Unfortunately, we received no grants for 2019, but our membership drive netted us \$2,595.36

FUNDRAISING

Bunnings BBQ	\$1,366.65
Garage Sale	\$2,148.40
Trivia Night	\$1,420.65
Cake Stall	\$664.40
No More Plastic	\$560.00
General Fund Raising	\$1,238.00
Entertainment Books	\$238.00
Donations	\$310.00
TOTAL	\$7,946.10

PERFORMANCE

Australia Day	\$1,500.00
Sydney Harmony Concert	\$1,000.00
Carols In the City	\$900.00
Cotswolds (Bunch of Keys)	\$100.00
	\$3,500.00
Entry Fee	-\$100.00
Sydney Eisteddfod Prize	-\$200.00
	-\$300.00
TOTAL	\$3,200.00

FEES

Fees	35,516.80
SAI Membership	-6,399.64
SAA Membership	-3,953.00
TOTAL	25,164.16

Expense wise, our biggest expenditure remained focussed on the education and coaching of the Chorus in preparation for the now “non event” Hobart Convention 2020. We had a number of coaching sessions over the year, one Skills Advancement weekend retreat following the Superheroes membership drive and two sessions with the fabulous Ann Downton.

OPERATING EXPENSES

St Joseph's Room Hire	\$7,740.92
Director Honorarium	\$7,685.00
Director Convention Expenses	\$1,953.51
Licences & Insurance	\$1,479.90
Music Admin	\$1,045.31
Costumes (Fabric)	\$614.40
SAI Longevity Pins	\$422.91
Misc Expenses	\$1,270.93
TOTAL	\$22,212.88

COACHING

Di Huber Coaching	\$1,873.82
Di Huber Airfare	\$1,031.25
Ann Downton Airfare	\$932.00
Ann Downton Coaching May	\$1,341.61
Ann Downton Airfare May	\$1,108.91
Ann Downton Coaching Nov	\$1,489.22
Linda Keever Coaching Airfare (shared)	\$187.50
Glenda Lloyd Coaching	\$1,013.50
Jan Carley Coaching	\$1,051.03
Coaching Gifts	\$28.90
TOTAL	\$10,057.74

CKC INCOME AND EXPENDITURE 1 JAN 2019 TO 31 DECEMBER 2019

<u>INCOME 2019</u>		
Bank Interest (net of fees)	918.03	
Bunnings BBQ	1,366.65	
Cake Stall	664.40	
Donations	310.00	
Entertainment Books	238.00	
Escrow	2,744.85	
Fees	32,525.00	
Fund Raising	1,238.00	
Garage Sale	2,148.40	
Harmony Classic Washup	21.41	
Membership Drive	2,595.36	
No More Plastic	560.00	
Performance	3,200.00	
Prospective fees	247.00	
SAA Membership	-3,953.00	
SAI Membership	-6,399.64	
Trivia Night	1,420.65	39,845.11
<u>EXPENDITURE 2019</u>		
CKC Bling Transfers	-1,030.86	
CKC Receipt Books	-41.88	
Coaching Airfares	-3,072.16	
Coaching Fees	-6,956.68	
Coaching Gifts	-28.90	
Costumes	-614.4	
Director Honorarium	-7,685.00	
Hobart Convention (Director Expenses)	-1,953.51	
Insurance	-1,028.21	
Membership & Licences	-451.69	
Music Expenses	-1,045.31	
Name Badges	-219.60	
Room Hire	-7,740.92	
SAI Pins	-422.91	-32,292.03
<u>BALANCE</u>		7,553.08

Our Westpac Bank accounts have closed 2019 :

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

And here we are in 2020, the year we would all most likely want to forget.....

Going forward to 2020, we were in a good position financially. Who knew that come March we would all be in a new working landscape and some of our members would unfortunately no longer be employed, plus we moved our rehearsals to Zoom. Our financial standing gave us the opportunity to assist some of our members by reducing our fees in the short term even though the only expense we have not incurred going forward is the room hire at St Josephs

We also made the decision to increase our Director Honorarium in recognition of the extra work Vicki does to continue our rehearsals via Zoom – and what a brilliant job she does! We have also had two major projects for both “Stronger” and “Something’s Coming” which we had not budgeted for but were both necessary to keep the Chorus together.

The \$1,000 grant from Mental Health NSW meant we could open our doors for a free short workshop which saw a number of friends and family join us to live the CKC experience.

With the massive assistance of Susan Kelly, we are currently moving our accounts from Admin Bandit to Xero which should make the whole management of CKC Finances a whole lot easier. I am acutely aware that the CKC website is not up to date with where our member fees have been paid up to. To do this takes time and this is not time I currently have with the long hours and weekends I have been required to do for my paid job. If anyone is available to help me out once a month to update these for me, please reach out.

The full accounts for 2019 and potentially 2020 will be presented at our next formal AGM.

Sue Gray
Finance Manager

PERFORMANCE REPORT

2019 Summary

The City of Sydney Christmas in the City performances and Parramatta Council Australia Day performance have been a solid event in the CKC calendar for the past several years.

These performances have been a valuable income stream of around \$3,000 per annum. The timing of these opportunities in a normal year is also important, as it does not interfere with preparation for competition.

Thank you to all CKC members who participated, submitted risers and did a fantastic job at these events.

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2020 Summary

With options for in person singing and performances in hiatus, looking for alternative ways to supplement income will be important moving to 2021. Identifying and applying for grants in 2021 will be on the radar.

Sharon Sullivan

Performance Chair
