

## MANAGEMENT TEAM MEETING

THURSDAY, 14 May 2020

Opened: 7:40pm

### 1. ATTENDANCE

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

APOLOGIES: Nil

### 2. **Resolution:** Minutes of previous meeting 16 April 2020 ratified

Moved: Jen Senior

Seconded: Vicki Dwyer

### 3. **BUSINESS ARISING AND ACTIONS from 16 April meeting**

- Registration with One Music Australia \$290 – Sue Gray to pay
- Payment of Photo Bucket fees – Deborah Martin has paid, is yet to claim
- Auditing of books before AGM – SAI want this done by the end of September. AGM to be postponed. Has been mentioned to members. Writing of text for communicating this idea to all members. No disagreement from members.
- Di submitted grant application to City of Sydney, no response as yet.
- Costumes invoices to be sent. Sshoes order still to be filled. Not all members have paid, to be reminded.
- Payments for fees reduced. Most are still paying full fees.
- Recordings for Unconvention completed.

### 4. **CORRESPONDENCE**

IN

- Unconvention information from Region 34.
- SAI emails from past and present leaders – messages of support to Regions and members.
- SAA: Distribution of Hobart Convention pins. Enquiry as to where best to send them.

OUT

- Grant application sent to City of Sydney

### 5. **RATIFICATIONS BY EMAIL - Nil**

## 6. REPORTS

### FINANCE

- . Finance Reports –
- Australian registration for members. Sue G to check escrow amount to be sent to SAI
- Invoices for costumes sent to new members. 32 payments for new shoes. Shoe supplier in China is not replying at the moment.
- Sue Gray asked for Jen Senior to ensure A-M Magi is listed with SAI.

Moved: Di Jenkins

Seconded: Sharon Sullivan

- . See Attachments (to come)

### MUSIC TEAM

- No meeting this month
- Vicki is working on two new songs, recording learning tracks. Christmas song should be ready in about 2 weeks. The other song is also progressing.
- Members to be asked to send in audio recording of Something's Coming.
- Vicki will be recording new learning tracks by music team for our competition songs so that they fit in with recordings from retreat with Di Huber with Vicki conducting.

### MEMBERSHIP

- Average of 45 members at Zoom rehearsals.
- No-one asking for leave at this stage.
- Sue Gourdie has posted costumes to Kath Ware
- Jen has followed up on one member who has been unable to get onto Zoom.

### FUNDRAISING

- No report as there has been no fundraising activity and none planned due to uncertainty of pandemic rules.

### COSTUMES/MAKE-UP

- Reminder needed for members to pay for new shoes.

### MARKETING/PR

- Keeping up with posts on Facebook
- Suggestion of internal marketing on On-Key Facebook posts. Could maybe do member profiles for internal posts, ask for volunteers for external posts.

### PERFORMANCE

- No performances planned at the moment

**7. GENERAL AND OTHER BUSINESS**

- Put Vicki's intervals information and Di's internet links in SCB.
- SCB puzzle pages.
- Sharon – asked if any information from St Joseph's on re-opening. At the moment the centre is closed until at least 31 May.

MEETING CLOSED AT 8:30pm

NEXT MEETING: Thursday 11 June 2020