

## MANAGEMENT TEAM MEETING

THURSDAY, 1 October 2020

Opened: 7:50 pm

### 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 3 September 2020 ratified  
Moved: Sharon Sullivan  
Seconded: Susan Kelly

### 3. BUSINESS ARISING AND ACTIONS from 3 September meeting

- Former member has returned costumes thanks to R Moessis

### 4. CORRESPONDENCE

IN

- Enquiries for Secret of Christmas course by prospective recruits
- Region survey reminder – Carol to complete
- Online education survey from SAI
- Bunnings enquiring about our interest in sausage sizzle trials
- Alison Anderson – regarding Bunnings sausage sizzle

OUT

- Sharon Sullivan submitted application for a grant to Parramatta City council

### 5. RATIFICATIONS BY EMAIL

- Nil

## 6. REPORTS

### FINANCE

- \$76,000 in account
- Term deposit of \$22,000 rolled over for next two years.
- Sue G looking for someone to audit books. Standing orders to be checked to decide on who can do the job.
- Fees back to normal from November for all members unless unable to pay due to hardship. Some members have been taking unnecessary advantage of reduced fees strategy which was only for those who had been affected by the pandemic, eg loss of income.
- Decision made to pay Vicki \$400 towards new software
- New accounting system, XERO, to be installed. Susan Kelly to help, Sharon Sullivan to help if needed.
  - Moved: Sue Kelly
  - Seconded: Sharon Sullivan

### MUSIC TEAM

- MT met 18 September
- Visual plan for *Something's Coming* – Betty and Cheryl B. put together learning videos for Bass and Tenor parts. Chorus videos due by Friday 2 October.
- *Secret of Christmas* project starts 7 October. Voicing of prospective participants to take place Sunday 4 October with *Alouette* quartet via Zoom. CKC members to get risers done with recordings. 20 prospective starters who will receive soft copies of the song as well as video of Vicki conducting each part. Program for each week already mapped out.
- Vicki's new software has been very effective.
- If City of Parramatta grant application is successful CKC would produce another video of an Australian song which the council could use to promote Australia Day.

### MEMBERSHIP

- Average of 41 members at Zoom rehearsals
- 52 members on the books at present
- R Moessis contacted Madee regarding return of costumes and music. Successful.
- Jenny McPhee received 20 year pin. More pins to arrive during the year.

### FUNDRAISING

- Lyn and Alison were wondering if fundraising is necessary. They are looking at what is needed for 2021, e.g., virtual Trivia. Have to be creative if pandemic continues.
- Pippa to respond
- GoFundMe for a new downloadable CD. Could get songs sponsored.

### COSTUMES/MAKE-UP

- No report

#### MARKETING/PR

- WayAhead project has had 20 interested prospectives, including one from the UK and two former members. Carol to appeal to members to attend project Zoom rehearsals and to look engaged.
- Picnic for members in October /November as an end-of-year get-together. Sunday 15 November suggested. 12-4pm BYO everything – puppy picnic. Sue G to contact Hornsby (?) council.
- Poll in two weeks' time for all members during rehearsal. Diane to construct questions.

#### PERFORMANCE

- Nil

#### 7. GENERAL AND OTHER BUSINESS

- Suggestion that chorus closes down for whole of December 2020 and January 2021, resuming rehearsals in February 2021.
- AGM – suggest 4 November 8:30pm via Zoom. Nominations open for all positions which would last for 6 months until normal AGM time (April 2021).
- Suggestion that management team would stand for 2 years, with half positions changing each year so that there is a carryover of at least half of the committee. Carol to look into this for April 2021.
- Suggestion that each member of the Management team comes up with games to play on Zoom each week. E.g., Cahoot, Truths and Lies (like *Would you lie to me?*). Google Zoom games. Let Vicki know, Steph will cue it.

MEETING CLOSED AT 10:05 pm

NEXT MEETING: Thursday 5 November 2020