CIRCULAR KEYS CHORUS

MINUTES ANNUAL GENERAL MEETING

Wednesday, 27th April 2016

Meeting opened at 9.20pm at CKC rehearsal and chaired by Alison Anderson (Team Coordinator)

1. MINUTES OF PREVIOUS AGM (22nd APRIL 2015)

Motion: That the minutes of the AGM on 22nd April 2015 be accepted as a true & proper record.

Moved: Doris War, Seconded: Karen Tucker Agreed

1. MATTERS ARISING FROM THE MINUTES

None

1. MANAGEMENT COMMITTEE REPORTS

*(NB: Reports for Finance, Membership, Public Relations and Performance Coordinators were circulated to members prior to the meeting. Matters arising from the reports are included below.)*

1. Music Director – Vicki Dwyer (see Appendix 1)

In summary: - Vicki reviewed the year.

* Improvement on 2015 contest of 39 points-a total of 592 in 2016.
* New members program following contest, expanded repertoire, new uptune for 2016 contest and new songs for Sydney Harmony show.
* CKC ‘Bunch’ had many rehearsals and performances.
* Coaching with Mo field, Lynne Smith and Linda Keever.
* Chorus members were presented with an agreement to meet performance criteria to help music team assess readiness for contest.
* CKC visual team has been videoing rehearsals and octets to help members raise their performance level.

Ways to improve over the next 12 months.

* Strive to have repertoire songs at a high level.
* Commitment to higher performance level on all material throughout the year.
* Members submit riser recordings well in advance of scheduled performance and stay up to date.

Thank you to the music team-

Stephanie Wallbank, Di Jenkins, Doris Ward, Heather Wills, Betty Fuller, Jenny DoRozario, Kaitlyn Dwyer, Michelle Coates, Rachael Moessis, Liz Perry, Linda Bacic, Cheryl Benson.

1. Team Coordinator – Alison Anderson (see Appendix 2)

In summary: - Alison wanted to express a huge thank you to the chorus for giving her support over the last two years. Alison reflected on the chorus’ philosophy as a ‘TEAM’ Together Each Achieves More.

1. Finance – Deborah Martin (see Appendix 3a: AGM Treasurer Report CKC 2015-2016, Appendix 3b: AGM Treasurer\_Report\_20160410\_keyschorus, Appendix 3c: AGM balance Sheet 2015-2016)

Deborah explain that the chorus is financially sound at present with $80,000 and reflected that the team of Mary Owen, Cathy Bartley and herself has worked well.

Alison commented on the extensive reporting done by Deborah in terms of spreadsheets etc was exceptional.

Alison also explained that we have a new accountant doing the auditing of the chorus’ books, as Wilm Van Miltenberg was unable to do them this year. We will have to hold over the motion to move this report until the books have been completed. This motion will be done at an extra ordinary meeting held in the near future.

1. Membership – Alison Anderson in the absence of Lyn Howell (see appendix 4)

Alison explained that Lyn was unwell. In summary of her report Alison stated that member retention has been good. Members should be congratulated for their consistent attendance and Lyn wanted to thank everyone for allowing her to be part of the management team and Memebership Coordinator over the last 12 months.

1. Public Relations – Sharon Sullivan (see Appendix 5)

Sharon thanked the members for all their help in taking photographs, sticking leaflets in public places, helping with the new members drive held in July. New things undertaken in the past year were a paid newsletter drop, Facebook and social media posts. Sharon thanked Kate Hawkins for all her assistance. Sharon also thanked everyone for giving her the opportunity to be on the Management committee.

1. Performance – Elizabeth Przeklasa-Adamski (see appendix 6)

Elizabeth summarized the performances held in the past 12 months. One in October and November of 2015 and Australia Day and April 2016. Elizabeth explained that she has contacted many companies but has had limited success due to financial instability making companies wary to spend on such entertainment. Local governments were using school band etc that they didn’t have to pay.

Elizabeth thanked everyone.

1. Fundraising *Extra report* - – chaired by Karen Totaro (see Appendix

Alison explained that fundraising was not an elected part of the Management Team but Karen had been part of the Management committee in the previous year. Having the Fundraising Chair on the Management committee was helpful.

Karen explained that in the last financial year $11,650.86 had been made for the chorus by the fundraising team with support from the chorus. $5000 of which came from Bunnings (sausage sizzles), so please support Bunnings. Karen mentioned that Fundraising is important to the chorus. It has brought in a large percentage of the income for the chorus in the past 12 months. Karen thanked her team.

1. APOLOGIES: Apologies were received from Joanne Brice, Virginia Hackenberg, Lyn Howells, Anna Manulo, Barb Morris, Jo Rogerson, Jen Senior, and Liz van Miltenburg.

Alison thanked the outgoing Management committee and Judith started three cheers for Alison.

1. ELECTION OF MANAGEMENT TEAM

Alison declared that there was 50 members in attendance and that quorum requirement were met. It was noted that members must be in good standing with the chorus to be eligible to vote.

Nomination committee-Liz Perry-Windhorst, Anne Harris and Susan Kelly. Liz announced the nominations for all positions.

1. Team Coordinator – one nomination, Di Jenkins
2. Secretary – one nomination, Barb Morris
3. Finance Manager – one nomination, Deborah Martin
4. Membership – one nomination, Lyn Howells
5. Public Relations – one nomination, Sharon Sullivan
6. Performance Coordinator – two nominations: Elizabeth Przeklasa-Adamski and Kate Hawkins.

Nominations closed at 9.37pm. Alison proposed that the uncontested positions be secured. The question was put to the chorus and unanimously accepted. Congratulations were given to the 5 positions secured by the nominated member.

For the 6th position Alison asked the Teller committee to take over and conduct the ballot for the position of Performance Coordinator.

The Tellers Committee was chaired by Cheryl Benson and other members were Jenny DoRozario and Lesley Russell. 50 members were eligible to vote. Voting commenced at 9.40pm and closed at 9.48pm.

Following the votes being counted by the Tellers, Alison announced Kate Hawkins as the new Performance Coordinator.

The new Management Team was presented to the chorus:

 Team Coordinator – Di Jenkins

1. Secretary – Barb Morris
2. Finance Manager – Deborah Martin
3. Membership – Lyn Howells
4. Public Relations – Sharon Sullivan
5. Performance Coordinator – Kate Hawkins.

Alison declared the election closed.

1. ANY OTHER BUSINESS

None

**Meeting closed at 9.59pm**

Minutes taken by Karen Totaro for Barb Morris (Secretary)