

SURREY HEATH CHORAL CIO
Trustees Meeting
11th Nov 2021 7.15pm
On Zoom
MINUTES



Present

+ Keith Wigglesworth	Chairman	- Kate Brown	Treasurer
+ Colin Gunner	Secretary	+ Salma Sams	Trustee
- Tim FitzGerald	Trustee	+ Matthew Sleap	Trustee
+ Andrew Milligan	Trustee	- Debra Sheffield	Trustee
+ Sylvia Law	Minutes secretary	+ Ed Bonner	Musical Director

Apologies for Absence.

Debra, Kate and Tim sent apologies.

Minutes of last meeting

Read and agreed and signed

Matters arising

- The venue was changed because the chairman had a bad cold and was possibly still infectious.
- Matthew has still to write to all ex members to confirm their status as either resigned or pending
- There is a need to push ahead with the 2 year plan for concerts, to enable dates to be verified with venues, and music to be sourced.

Spring concert

There was a discussion about some of the proposals Ed has made for the content of the Spring 2022 concert. There is a need to be cautious with the programme as we are still not absolutely sure of our income for this financial year. It is hoped that gift aid and the Humphrey Richardson trust donation will help with financial considerations. It was thought that the programme should contain 'popular' pieces to encourage audience attendance and choir member's attendance. However it was agreed that we should listen to Ed's views before making any decisions. When Ed had explained his thinking and had given a fuller explanation of the concert programme it was agreed to listen further to the examples suggested and meet for a final decision at the next rehearsal on Monday.

October 23 Concert

It was agreed that this went very well. Over 80 people in the audience, which is many more than had been expected. The soloists were excellent and raised the quality of the whole performance by taking part in the choruses as well as the solos. Ed was pleased with how it went. The audience were on the whole very complementary.

December 18th Plan and Music

- As happened for the October concert it is planned to keep the event all on one level without spreading downstairs in the interval.
- There will be a short interval with water and flavoured water freely available. There is to be no Bar and no mince pies but it was thought that we might provide tins of Chocolates (Cadbury's Roses) for the audience and singers to help themselves.
- There was a discussion of an earlier start and although it was thought to be a good idea the concert has already been advertised as starting at 7.30, it needs to stay as such, but this should be considered for next time.
- Alison is preparing a risk assessment for Wholenotes for the afternoon and evening
- Flyers and tickets are ready now. Some Flyers have been given to the members of the choir to distribute locally
- All the relevant people have been asked for information to go into the programme to enable printing to go ahead.

Future concert planning

- The spring concert was discussed earlier.
- It hoped that the summer concert will be based around the American Song book.

Budget

This was linked with Kate's report (see attached report)

Action:-Keith is to finish his budget review using the latest figures from Kate's report.

This will enable the year's plans to be structured around a much firmer knowledge of the state of the finances and it may enable there to be more flexibility around the spring concert concerning soloists or extra singers to enhance the performance.

It was agreed that we should have a recruitment evening on January 24th, encouraging members to bring those people they know who might like to join the choir and advertise locally. Salma is to lead this project

Publicity

Rosemary Wealden has taken on the role of Publicity and is fully involved in advertising the Christmas concert and is already looking at the role of social media for future advertising.

- **Reports**

Treasurer's report.

See report

Membership

See attached report

Fundraising.

See report.

AOB

- Jakes Families evening. It was agreed to go ahead with this. However it was felt that we should scale the effort back by perhaps just having a keyboard accompanying or perhaps singing A Capella. We do receive payment for this event, but it would only cover a part of the cost of providing our full music equipment as accompaniment.
- Sylvia raised the problem of getting returning music copies from members. It was suggested that a fine for members who do not return copies within a reasonable time should be introduced. This might cover the costs of late return fees or replacement costs.
- It is hoped to have a quiz night after Christmas to raise funds
- It is hoped to reintroduce music reps for the voices in the choir. They can help Matthew with registers and predicting who will be singing in the concerts.

Date and venue of next meeting

6th January 2022 7.15pm

73 Poyle Road, Tongham, Farnham GU10 1DM