



Minutes of Committee Meeting Monday 13th September 2021 7.30pm via Zoom

1	<p>Present: Simon Durk (SD), Neil Fricker (NF), Keith Hamilton (KH), Gill King (GK), Helen Milner (HM), Elissa Renouf (ER), Alison Vining (AV), Oliver Walker (OW), Pam Watkins (PW). Apologies: Gillian Jackson (GJ).</p>	Action
2	<p>Minutes of Meeting 8th June 2021 The minutes were accepted as correct.</p>	
3	<p>Matters Arising (only if urgent and not included on Agenda)</p> <p>a <u>Josephine Baker Trust:</u> ER has heard from the Trust. Their procedures have not really changed. OW is not sure that either concert is appropriate for the performers we would get through this, although he is keen to use it for a future concert.</p> <p>b <u>Safeguarding Policy</u> We have a safeguarding policy, though it would be worth reviewing. We need to ensure that we have a Safeguarding Officer in place before we have bursary students. HM suggested that we ask Gillian if she is willing to do this and to review the policy (perhaps in conjunction with Cornelia, who wrote it and has professional expertise in that area). To be discussed at a future meeting and to be in place before we have some bursary students.</p>	
4	<p>AGM 15 September</p> <p>a <u>Arrangements</u> To take place in the middle of the rehearsal. HM has had no questions since the Newsletter.</p> <p>b <u>Apologies for rehearsals</u> Members need to inform their section of any absences so records are up to date, and especially if on day of rehearsal (rather than OW). OW needs to know if they are going to miss more than two rehearsals – it is his discretion whether they can sing in the concert. OW to remind those who have already told him about known absences that they need to tell section rep.</p> <p>c <u>Subs</u> To be kept at £140. This level is probably quite low, but we are trying to encourage people to come back and new members to join.</p> <p>d <u>Committee and other roles</u> ER wishes to step down. Nobody has offered to take on publicity. The publicity manager needs to be on the committee. HM would manage the tools but needs someone else to provide copy and lead this. It was agreed that asking people individually was probably the best approach. GK will speak to Sue Coates to explain that being on the committee does not involve anything extra as Membership Secretary other than attending meetings.</p> <p>e <u>Date of next year's AGM.</u> Wednesday 21st September 2022.</p>	GK
5	<p>2020/21 Accounts The largest expense is the new commission. Because the members largely continued to pay their subs in full, we made a small profit. OW's efforts in keeping the Zoom rehearsals going and enjoyable was acknowledged. There was not a huge positive reaction when OW distributed the music last week. It was agreed that most people cannot "hear" it from the sheet music. It was agreed to distribute the MP3 and to play this at a rehearsal. OW is very pleased with the piece and thinks it will be very good publicity for the choir, both now and in the future. If we want to perform it every year, do we have to pay to perform it? No, the only expense is in buying the copies.</p>	
6	<p>Budgets/Financial Plans for 2021/22 KH circulated a first version of the Outturn for the forthcoming season. If his predictions come true, we could lose £10k next season. Costs such as the hire of St Alphege Juniors @ £64 per week is included, however PW confirmed that we will be able to use Solihull School again at the same terms as before. This would be from the beginning of October.</p>	

	<p>An accompanist for every week for the season has been included; OW confirmed that it will be every week. His fee level is being considered at the moment by SD, KH and AV. KH commented that it is almost impossible to estimate how many tickets will be sold. Social distancing rules are not yet known. KH has budgeted for 100 tickets per concert. Solihull School have not confirmed the Bushell Hall. They no longer have the staging; we may be able to borrow this from Chandos or if necessary, hire some. SD will ask Chandos. If no staging is available or it is too expensive, Olton or Shirley Methodist may be an alternative venue.</p> <p>November: the orchestra quote of £3.5k does not include 2 pianists. OW had assumed one would be Alex but he is not available. One soloist will fix two players (£500+ travel) and will book a soprano (£250/300). The cost of the music hire was higher than envisaged; OW has never included music hire in his proposals before. The orchestra would like to play Walton's Spitfire Prelude and Fugue: this music will have an associated cost (possibly £80). OW will consult KH when the quote is received.</p> <p>OW asked if a donation should be made to St Alphege Choir? They will sing for 15 minutes at some point in the concert. It was agreed they should be offered free tickets to the workshop in October. AV to ask PP to pass this on.</p>	<p>SD</p> <p>OW</p> <p>AV</p>
7	<p>Rehearsal Venue Covered above.</p>	
8	<p>Alexander L'Estrange Workshop SD will pass the Chandos contact to ER to encourage them to attend. HM showed the committee a poster designed by Mark and an information sheet for publicity. Now that the venue, time and price are decided, Liz Hamilton will set up ticket buying on the website. The full website address is needed on the publicity material. ER has received positive responses from people who would like to come or who have agreed to advertise it. ER has had no response from Chandos. BFCS have a workshop on that day so it is unlikely they will advertise it. One individual person has expressed an interest. St Alphege Choir members should be invited (at no cost). It will be announced on social media very shortly. OW will provide ER with some material for publicity for this and both concerts.</p>	OW
9	<p>November Concert Arrangements It was decided to keep the ticket prices as they are. It was decided to keep the additional rehearsal in the diary for now, and to drop it nearer the time if it is not necessary. Nothing further to discuss.</p>	
10	<p>December Concert Arrangements The copies of the L'Estrange piece must be returned after the concert as they are the property of the choir, not of the individuals. The timing of the rehearsal on concert day has been arranged so we can rehearse with SongSquad. OW to contact Allison Taylor about the concert (and the children's part in the L'Estrange piece). OW confirmed that no music needs to be ordered for this concert. PW has chased Olton Friary as she has had no response so far. The Mayor will attend the Christmas concert. ER will continue to liaise with the Mayor. OW will email James Acton (GK to pass his details).</p>	<p>OW</p> <p>ER OW GK</p>
11	<p>Future Concert Plans The St John Passion will be the Barenreiter which will fit with the orchestra's copies. Some of the choir have already bought it.</p>	
12	<p>Fundraising and social events Ideas for autumn/winter 2021/22 (postponed from May meeting) AV to ask Pam Price if she would like to run any fundraising events this year.</p>	AV
13	<p>Online Presence <u>Website/Social Media</u> Covered above. <u>Local information directory</u> HM to forward an email about this to ER.</p>	HM

14	Any Other Business	
a	<u>Patrons</u> KH to ask Geoff Wyatt if he is still willing to liaise with patrons. If not, KH will take this on. There should be a minimum donation which should at least cover the cost of four concerts.	KH
b	<u>Honorary Patron</u> It was suggested we make a decision after our interaction with Alexander L'Estrange.	
c	<u>Liaison with other choirs</u> NF has managed to obtain some contact details for several choirs. NF will expand this. The whole choir should be asked for contacts for other choirs with which they sing.	NF
d	<u>Bursary Students</u> It is understood that Gillian is working on this.	
e	<u>Members Returning</u> GK will circulate a list of those members who have not returned. It will then be decided who should contact them and how.	GK
f	<u>Helen Milner</u> HM was thanked by the committee for her huge levels of hard work over the past few years, as well as holding down a full-time job.	
15	Dates of future meetings – Proposed dates: 1 November, 10 January 2022, 14 March 2022, 16 May 2022 It was agreed to meet via Zoom by preference. AGM: 21 September 2022.	

Appendix 1 - Future Concerts - Updated 15.09.2021

Concert Date	Venue	Programme	Comments
2021/22 Season			
02.10.21 <i>Singing for Joy</i>	tbc	Workshop – You can sing but can you swing? Alexander L'Estrange	£750 (with May)
13.11.21	Bushell Hall?	Carmina Burana – Orff Feel the Spirit – Rutter Children's Choir Repertoire	Estimated costs: Orchestra £3,500, SATB soloists £1,200. Venue: est. £470 Total £5,170
11.12.21	Olton Friary?	Christmas Concert, incl. A. L'Estrange commission with St. Alphege Junior School	St Alphege Junior School Choir Donation £100 Organist £150 Venue donation: £280 (if Friary) Commission £3,600 (4 mins) Total: £4,130
Spring 2022 <i>Singing with Passion</i>	tbc	Workshop – Singing Passionately – John Butt	£400
26.03.22	Olton Friary?	Concert: St John Passion, Bach	Sinfonia of Birmingham £2,850 Evangelist £500 Soloists (SATBB) £750 Venue: tbc Total: £4,100 excl. venue
Summer 2022 <i>Singing with Spirit</i>	tbc	Workshop with Themba Mvula including Gospel Favourites	£350 to Themba. OW rehearsal fee Total: £570
18.06.22	Packington	Concert including Rutter "Feel the Spirit" and Gospel favourites	Pianist £150 Soloist £150 Total: £300

Autumn 2022 The Music Makers	tbc	John Rutter Workshop (including Faure Requiem)	Rutter £1,000 (potentially) Pianist £250 Total: £1,250
Autumn 2022	tbc	Cockaigne Overture, The Music Makers Elgar, Faure Requiem	Orchestra £3,500 Organist: £150 Soloists (2 x £400) £800 Venue: tbc Total: £4,450 excl. venue
Christmas 2022	tbc	To include Ceremony of Carols	Organist: £150 Harp £200 Soloists x 2 £100 Venue: tbc Total: £450 excl. venue
Spring 2023 Hallelujah!	tbc	Singing Day: Come and Sing The Armed Man, Jenkins	tbc
Spring 2023	tbc	Concert: Messiah Handel <i>? joint</i>	Orchestra £2,000 Organist: £200 Soloists (4x £150) £600 (Josephine Baker) Venue: tbc Total: £2,800 excl. venue
Summer 2023 Looking at the Stars	tbc	Concert including Esenvalds, Part and Whitacre	Pianist £150 Soloist £150 Venue: tbc Total: £300 excl. venue
Autumn 2023 Majestic Mozart	tbc	Singing Day: Mozart with Paul Spicer	
Autumn 2023	tbc	Mozart Concert: Magic Flute, Requiem, Coronation Mass	
Christmas 2023	tbc		
Spring 2024 Viva Italia!		Workshop: tbc	
Spring 2024		Concert: Petite Messe Solennelle - Rossini	
Summer 2024 Sacred & Profane		Concert: Opera Choruses	

Appendix 2 – Finances as at 07.06.21

- Subscriptions received to date in respect of the 2021/22 season £385
- Fundraising to date comprises £42 from Easyfundraising and Amazon
- Only substantial expenditure is £649 cost of music score hire for November concert
- Funds in the bank £23,760 (COIF deposit account £18,800, current account £4,960)

Appendix 3 - Committee Members and Other Roles (Non-committee members in italics)

Chair	Helen Milner
Chair Elect	Simon Durk
Secretary	Alison Vining
Treasurer	Keith Hamilton
Membership Secretary	Gillian Jackson
Librarian	Gill King / <i>Paul Clark</i>
Marketing / Publicity	Elissa Renouf
Bookings	Pam Watkins
Committee Member	Neil Fricker
<i>Website and Tickets</i>	<i>Liz Hamilton</i>
<i>Design and IT Support</i>	<i>Mark Emms</i>
<i>Fundraising</i>	<i>Pam Price</i>
<i>Concert Management</i>	<i>Mike Norris</i>
<i>Soloist Liaison and contracts</i>	<i>Janet Gibbins</i>
<i>Bursaries</i>	Gillian Jackson
Section Reps	
1 st Sopranos	--
2 nd Sopranos	<i>Pam Price</i>
1 st Altos	<i>Janet Gibbins</i>
2 nd Altos	<i>Carolyn Small</i>
Tenors	<i>Mark Emms</i>
Basses	<i>Simon Durk</i>