

IPSWICH HOSPITAL COMMUNITY CHOIR - COMMITTEE MEETING

7.30PM ON THURSDAY 12th APRIL 2018

MINUTES

NUMBER	ITEM	OWNER
1.	<p>Minutes of the last meeting (14th December 2017)</p> <ul style="list-style-type: none">• The minutes were approved.• Matters Arising. Prince George House have not yet been in contact, NC will follow this up.	NC
2.	<p>Membership/Attendance</p> <ul style="list-style-type: none">• Attendance statistics. NC presented a document showing attendance at both rehearsals and events. It was noted that a few members are only attending 60% – 70% of the time. The target is 75% minimum attendance.• Procedure for leaving / re-joining IHCC. When a member leaves, access to the website and emails will be withdrawn. Only current members will be allowed to perform at choir events.• GDPR In order to comply with the new data protection guidelines, members will have to opt in to give permission for us to use their personal data. NC will draft a paragraph with an extra tick box, requesting permission, to be added to our termly enrolment form. At our next meeting PR will present the personal data that we hold for consideration about whether any further action is necessary.	NC PR
3.	<p>Finance Update</p> <ul style="list-style-type: none">• Statement of Income and Expenditure The Statement of Income and Expenditure was presented and discussed. The choir is meeting its running expenses with funds available for non-recurring expenses such as travel to a venue or purchasing sound equipment if needed. It was agreed that we would donate £500 to the hospital charity, raised from our 10% of membership fees and charitable donations received at events (actual total received and accrued £492.91).• NC subscription NC proposed that, despite his sporadic attendance due to Trinity Laban studies, he should not be subject to any special treatment regarding membership fees and would pay the full subscription until further notice.	NC
4.	<p>AGM</p> <ul style="list-style-type: none">• Election The posts available, for a three year term, are	

	<p>Treasurer and Tenor Representative. NC will inform the membership of these vacancies inviting applications.</p> <ul style="list-style-type: none"> • Agenda inc. report and accounts The constitution states that an annual report and the accounts are presented to the membership at the AGM. NC will produce the necessary documents and the meeting will be led by IF and DI in NC's absence. 	<p>NC</p> <p>NC IF DI</p>
<p>5.</p>	<p>Formal gigs and events</p> <p>Past events</p> <ul style="list-style-type: none"> • 18/12 Volunteers' Christmas Party As last year, this was an enjoyable experience at an event with a great atmosphere. • 22/12 Ivan's funeral Although this was a difficult event to sing at, it went well and we felt that we had done our best for Ivan. Our performance was appreciated by members of the congregation who spoke to us afterwards. • 22/12 Carols on the green This was a disappointing event with a poor turnout (6 less than the Doodle poll). It will only be repeated if we are asked to perform as a choir and offered a charity donation. • 3/2 Booth Court This event was enjoyed by the members. The audience was responsive and appreciative. We were given a generous charity contribution. • 17/2 Tea at the Mayor's Parlour This was a delightful treat consisting of a lovely tea and a tour of the Mayor's Chambers. • 22/3 David Gibbs retirement David enjoyed his special evening and there was a great atmosphere. Although it was a challenging venue (singing in a narrow formation on the top of a tram) we gave a good performance demonstrating our growing confidence as a choir. <p>Future events</p> <ul style="list-style-type: none"> • 1/6 Fiona and Norman – wedding The wedding will take place at 2.30. We will sing on the terrace sometime between 3 and 4 pm. We will wear our formal performance clothes. • 9/6 Jo- wedding This wedding will take place in Felixstowe. Jo will choose from our existing repertoire and advise AH. • Alton Water We will not take part this year. NC will reply. • 11-15/6 Carers' week. We will reschedule our June KIB session to be held during this week. • 1/7 Ipswich Music Day tbc Our application is submitted. Confirmation of our place is expected at the end of April. • 21/7 Booth Court AH is to confirm attendance and timings with Booth Court. 	<p>NC</p> <p>AV</p>

	<ul style="list-style-type: none"> • Future opportunities • A suggestion was made to stage our own concert, with other organisations contributing, sometime in the future, possibly to be held at St Peter's in 2019. NC to contact Maggie Porter. • NC has been contacted by the Waterfront Choir, a new community choir comprising staff and students from U of S. There may be a possibility of some future link with them eg. IHCC to sing for them as an example of an established community choir, or performing in a joint concert. 	NC
6.	Ipswich Arts Association (IAA) <ul style="list-style-type: none"> • Ipswich Music Day confirmation is expected w/b 23 April • Open House It was decided that we would not take part in this event. 	
7.	Social Media <ul style="list-style-type: none"> • Website – update on progress Much progress has been made. A time consuming task will be to transfer the music files, with their links, which need to be added manually. Reps are to check that their section's files are all included when the task is completed. It is hoped that the new website will be ready by the end of May. Thanks to PR for all of his work on this task. 	PR

8.	Informal dress code <ul style="list-style-type: none"> • Future arrangements re further purchases / new member requirements Thanks to Fiona for taking on this task. The expectation is that there will be a termly order with a minimum of 6 items to be economically viable. FH will order extra items to be held as stock for any new members who may join between orders. 	FH
9.	Photographs <ul style="list-style-type: none"> • AV's father is happy to take photographs for us during an upcoming rehearsal. Members will be asked to wear their new informal choir clothes. 	AV
10.	Section Rep Reports <ul style="list-style-type: none"> • Sopranos New members are happy and have integrated well. There has been a repeat request for us to learn a harmony for Happy Birthday. As before, it was felt that this would take up valuable rehearsal time but improvised harmonies are to be encouraged. • Altos New members have settled well. It was noted that Christine will leave at the end of this term due to her workplace rotation. There was a query about how the subscriptions were spent but this will be answered at 	

	<p>the AGM when the finance report is presented.</p> <ul style="list-style-type: none"> • Tenors No matters to report. • Basses This is still the section with the least members so it is good that their attendance is strong. Bill was welcomed back. The basses are enjoying the present formation of the choir preferring the more formal seating plan. 	
11.	<p>Social events</p> <p>Past events</p> <ul style="list-style-type: none"> • Christmas drinks/meal at the Dove This was an enjoyable occasion. The pub provided snacks and mince pies in addition to our food order. A good evening of eating, drinking and singing. • SoundCure music evening This second event for the SoundCure charity went well. • Selkirk Gurkha This evening was very well attended. The food was plentiful and good value for money. <p>Future events</p> <ul style="list-style-type: none"> • Pre-wedding drinks Fiona and Norman will be inviting members to join them at the Dove for a meal and drinks on the Wednesday before their wedding. • Karaoke PR is offering to arrange a karaoke evening in September, which would include a sit down meal, at the Ipswich Sports Club. 	<p>FH</p> <p>PR</p>
12.	<p>Any other business</p> <ul style="list-style-type: none"> • PAT testing A date for this has been arranged. • IHO No contact has been made by Rachel Chester about a future collaboration. NC will contact her. • Choirmaster's report AH has requested that there should be a slot on future agendas for a report from him. • Ranelagh Road Hospital Project This will be followed up to see if the song is suitable for an IHCC arrangement. • Rehearsal Venue It is hoped that we can move back in to the Courtyard Restaurant after the present refurbishment. DI to liaise with the hospital. • Publicity It would be good to see the choir feature in the in-house weekly bulletin from time to time to attract new members. IF to follow up. • Photo opportunity NC is to contact Mandy Jordan about presenting our charitable contribution to the hospital charity in the form of a large cheque, which could be photographed and sent to the Ipswich Star to gain publicity. • Purchases The possible purchase of performance folders and an amplifier/sound system are to be an item on the next meeting's agenda. 	<p>AH</p> <p>NC</p> <p>DI</p> <p>DI</p> <p>DI</p> <p>IF</p> <p>NC</p> <p>DI</p>

13.	Meeting dates <ul style="list-style-type: none">• The next meeting will be at 7.30pm on 4th September at Phil's house. The meeting ended at 10.40pm.	
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