

**IPSWICH HOSPITAL COMMUNITY CHOIR - COMMITTEE MEETING MINUTES**

**7.30PM ON TUESDAY 16<sup>th</sup> April 2019**

**VENUE: Phil's house**

**Present: Nick Coleman, Alex Howell, Fiona Hamilton, Phil Riches, Alix Vince, Ian Floodgate, Diane Ingledew**

<b>NUMBER</b>	<b>ITEM</b>	<b>OWNER</b>
<b>1.</b>	<b>Minutes of the last meeting (18<sup>th</sup> December 2018)</b> <ul style="list-style-type: none"><li>• The minutes were approved.</li><li>• All matters arising are on tonight's agenda.</li></ul>	
<b>2.</b>	<b>Membership/Attendance</b> <ul style="list-style-type: none"><li>• <b>Attendance statistics</b> NC presented a document showing attendance at rehearsals. The committee focused on the rolling three months statistics. All sections are meeting the 75% preferred attendance frequency although the altos are not far above this figure.</li></ul>	
<b>3.</b>	<b>Finance</b> <ul style="list-style-type: none"><li>• <b>Statement of Income and Expenditure</b> The statement of income and expenditure was presented and discussed. It was noted that the value of the uniform that is being held in stock should really appear as an asset on the balance sheets.</li><li>• <b>Membership fee review</b> The weekly membership fee will return to the original cost of £3 per session for the summer term for all members.</li><li>• <b>Future finance matters</b> Although NC has kindly offered to continue to prepare and provide the financial statements, it will be the committee's responsibility to ultimately be responsible for the financial dealings of the choir and signing off the annual accounts when he leaves the committee to take up his post as Musical Director.</li></ul>	

4.	<p><b>Formal gigs and events</b></p> <p><b>Past events</b></p> <ul style="list-style-type: none"> <li>• <b>19/12 Dove</b> Although the audience was small, this was an enjoyable event combined with our Christmas social evening and we would be happy to repeat it next year if approached. The Dove made a very generous charity contribution.</li> <li>• <b>23/12 Hospice Remembrance Service</b> This was a touching but positive service and it was lovely to be part of it. The sound system caused problems temporarily but Alex was able to get us back in time. We would consider doing it again if asked. FH will keep in contact.</li> <li>• <b>22/1 RNLI Naming ceremony</b> It was a privilege to take part in this ceremony. It was made more special by the fact that we performed an original song written for the occasion. This was learnt and sung well. Some of the lifeboat staff commented on the fact that the words were particularly true and relevant to members of the crew.</li> </ul>	FH
	<p><b>Future events</b></p> <ul style="list-style-type: none"> <li>• <b>Booth Court 27<sup>th</sup> April</b> We are well prepared for this event by drawing on our back catalogue.</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>2019 Performance on the Cornhill</b> This needs further consideration and planning. NC will investigate the possibility of a joint venture with Emma Dodds and AH will contact Craig.</li> <li>• <b>Alice Grange</b> We are still awaiting a reply.</li> <li>• <b>Studio recording</b> Gemini Studio may be a venue if we move forward with this. Pop Chorus made a recording there so it will be large enough for our use. NF will investigate further on our behalf.</li> </ul>	NC AH  NF

	<ul style="list-style-type: none"> <li>• <b>Ipswich Music Day (if accepted)</b> We have applied with a provisional programme and are waiting for confirmation of our place.</li> <li>• <b>Dove Barbecue</b> This will be a similar format to our Christmas event. We will sing for two sessions on a Sunday (18/8 or 08/9) then enjoy it as a social event.</li> <li>• <b>Jess Fest</b> DI introduced the committee to the Jess Grant Celebration Charity who are planning JessFest, a music festival, in September. They are looking for local choirs to sing at some point during the day. Every act is asked to include a Queen track in their repertoire to reflect Jess's love of their music. The committee agreed to take part and to waive the usual performance fee as this is a charity event. DI will contact the organisers.</li> <li>• <b>Christmas concert at St Peter's</b> We are happy to work with the Hospital Band again and NC will contact Rachel Chester regarding arranging the programme for the event.</li> </ul>	<p>DI</p> <p>NC</p>
5.	<p><b>Choir leadership</b></p> <ul style="list-style-type: none"> <li>• <b>Proposed change of choirmaster</b> AH formally offered his resignation to the committee on the assumption that his tenure as choirmaster was a temporary post. NC was officially offered, and accepted, the role as the new choirmaster, from now on to be known as the Musical Director. In accepting this role NC will have to resign as Chair of the committee.</li> <li>• <b>Fees to be paid to the choirmaster</b> NC presented a document outlining his suggested remuneration as Musical Director reflecting his professional musicianship. A rate was agreed which will be possible for the choir to sustain. The same hourly rate is to be claimed for rehearsals and performances. As a paid Musical Director, NC will have to leave his post as treasurer. He has kindly offered to prepare and manage the accounts on a day to day basis but the overall responsibility for the finances of the choir will have to be assumed by a new treasurer representative on the committee.</li> <li>• <b>Timing of any change over</b> the final rehearsal with AH will be on 29<sup>th</sup> May. NC will take over after a break of a week. IF will inform the membership of the changes at tomorrow's rehearsal.</li> </ul>	<p>IF</p>
6.	<p><b>AGM</b></p> <ul style="list-style-type: none"> <li>• <b>Date of meeting</b> The AGM will be held on 19/6 during the choir break.</li> <li>• <b>Reports to members</b> The Annual Report and Statement of Income and Expenditure will be prepared by NC.</li> <li>• <b>Elections of committee members</b> The roles of Soprano Rep, Alto Rep, Chairperson and Treasurer will be open for election. The members will be invited to put themselves forward for these roles by expressing an interest to the secretary by a certain date.</li> </ul>	<p>NC</p> <p>NC</p>

7.	<b>Choirmaster's Report</b> AH presented his report containing comments on repertoire, rehearsals and events. See report.	
8.	<b>Section Rep Reports</b> <ul style="list-style-type: none"> <li>• <b>Sopranos</b> The sopranos are happy at choir. A member suggested using an "oldie" from our repertoire as a warm up. This has been done recently. The members are feeling positive about the change of leadership. There was a request that we should have an accompanist rather than backing tracks for events. A member mentioned that she finds it difficult to learn accurately from the sound on the backing tracks. This should improve through future use of a vocoder.</li> <li>• <b>Altos</b> There have been two returning members this term. A request was made for more upbeat songs. A member has asked if it is possible to see who has voted in the choir polls -this is not possible at the moment. An alto would like to reduce the repertoire folder by voting for songs that we may not repeat.</li> <li>• <b>Tenors</b> There was positive feedback from one member.</li> <li>• <b>Basses</b> The basses are happy to tackle complex songs and are enjoying the challenge. A member shared the fact that he goes to choir to sing and have fun and feels that the warm ups are sometimes too long.</li> </ul>	

9.	<b>Possible future purchases</b> <ul style="list-style-type: none"> <li>• <b>Banner</b> The suggestion is that we have a 6 foot pull up banner. It would include our name, logo and website address. Blue background with white lettering. AV will follow this up.</li> <li>• <b>Speakers</b> PR suggested a company and shared a pamphlet showing speakers with good connectivity and forward and back amplification.</li> </ul>	AV
10	<b>Social events</b> <b>Past events</b> <b>Christmas meal at the Dove</b> This was enjoyed as usual and was enhanced by the fact that we performed before our meal. <b>Future events</b> <ul style="list-style-type: none"> <li>• <b>Friends and Family concert</b> We will need a new poll to find a more popular date.</li> <li>• <b>Trip to Blackheath</b> This will be costed carefully and the members can pay in to the choir account from which expenses will be paid.</li> <li>• <b>Panto</b> FH will send out an email to gauge interest in a trip to the late night performance of Aladdin at the Wolsey.</li> </ul>	DI  FH
11	<b>A.O.B</b>	

	<ul style="list-style-type: none"> <li>• NC advised that there were a number of new arrangements ready to be tackled by the choir. He will start by selecting three to concentrate on. A member poll will be set up to select other new material to be sung.</li> <li>• PR advised that the new website is stable and there is nothing more to be added to it at this point although consideration of enabling comments from the membership may be added in the future. It is time for the renewal of our domain name.</li> <li>• Some members are having problems with mp3 rehearsal tracks cutting out. This seems to be a problem with Apple devices and PR will investigate further.</li> </ul>	PR
12	<p><b>Meeting dates</b></p> <ul style="list-style-type: none"> <li>• <b>Date and time of next meeting</b> The next meeting will be at 7.30pm on 16<sup>th</sup> July at NC's house.</li> <li>• The meeting ended at 11.16pm.</li> </ul>	