

7.30 Tuesday 5th May 2020

Venue: Zoom meeting due to lockdown restrictions

Number	Item	Owner
1	<b>Minutes of the last meeting (28<sup>th</sup> January 2020)</b> <ul style="list-style-type: none"> <li>The minutes were approved.</li> </ul>	
2	<b>Finance</b> <ul style="list-style-type: none"> <li><b>Statement of Income and Expenditure</b> NC presented a document showing the projected Income and Expenditure up to the end of the year, taking into account the lockdown situation. The choir is still in a stable financial position having built up our reserves in the past to enable us to deal with unexpected situations.</li> <li>It was decided to keep the members' three unused weeks fees following lockdown in the account, to be credited when we next ask for subscriptions as soon as it is safe for us to meet again. If, due to their financial situation, any member requests a refund before then, we will be happy to grant this.</li> </ul>	
3	<b>Musical Director's reports</b> <ul style="list-style-type: none"> <li><b>Membership/ Attendance</b> Before lockdown attendance was very good. Since our switch to a virtual meeting the attendance has been reduced to twenty five regular members out of a possible forty nine. There are various reasons for this including Wi-Fi problems, altered work commitments and volunteering.</li> <li>FH will include all members through regular email updates and we hope that we will not lose anyone at this time.</li> <li>PR stated that he will be happy to support people with IT problems if they let him know.</li> <li><b>MD's report</b> Although the format of our sessions has changed considerably, NC assured the committee that he is still enjoying leading the choir.</li> </ul>	FH PR
4	<b>Virtual Choir</b> <ul style="list-style-type: none"> <li><b>When You Believe project</b> NC thanked all members for learning and recording their contribution to make this wonderful video. The project was a useful vehicle for keeping</li> </ul>	

	<p>the choir close with a common purpose, fostering wellbeing at this unusual time. The quality of the final recording was the best that the choir has ever produced.</p> <ul style="list-style-type: none"> <li>• Special thanks from the committee go to NC and PR for the vocal track and the visuals. Also, thanks go to NF for his advice and contacts.</li> <li>• The video has been shared with hospital staff and the track has been played on local radio stations. Recently the track has been forwarded to the Suffolk Health Care Comms team.</li> <li>• <b>Future plans</b></li> <li>• The songs that can worked on during the virtual sessions are limited to ones with less complex arrangements.</li> <li>• The recent request for recordings of Timewarp were useful for NC to identify common phrases where members need guidance with timing or pitch. Members' recordings can also be used as practice tracks rather than the usual single note tracks.</li> <li>• To foster a sense of purpose, we will remind the members that these songs are for future performances eg the Hallowe'en concert.</li> <li>• There will be a break from choir on 27<sup>th</sup> May.</li> <li>• It is unclear when restrictions will be lifted to enable us meet normally. If large gatherings are limited in the future, NC and the committee may explore the possibility of individual section rehearsals eg. sopranos only, altos only, tenor and bass combined.</li> </ul>	<p style="text-align: center;">FH</p>
<p>5</p>	<p><b>AGM</b></p> <ul style="list-style-type: none"> <li>• This year's AGM will take place on 20<sup>th</sup> June on Zoom. The annual report and financial report will be sent to members in advance by email. The posts of bass rep and secretary are up for election following the procedure laid down in the constitution. An online poll will be set up to enable the members to vote for the candidates for these posts.</li> </ul>	<p style="text-align: center;">FH</p> <p style="text-align: center;">PR</p>
<p>6</p>	<p><b>Formal gigs and events</b></p> <ul style="list-style-type: none"> <li>• <b>Past events</b></li> <li>• No events have taken place due to Covid 19 lockdown</li> <li>• <b>Future events</b></li> <li>• It is unclear at this time whether our planned performances will be able to take place and we await further guidance.</li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Hospice Remembrance Service</b> If this is able to go ahead in December, the confirmed date is 13<sup>th</sup> December.</li> </ul>	
7	<p><b>Section rep reports</b></p> <ul style="list-style-type: none"> <li>• <b>Soprano</b> There have been many positive comments about When You Believe.</li> <li>• <b>Alto</b> A couple of members have experienced sad family losses and sympathy cards have been sent on behalf of the choir.</li> <li>• <b>Tenor</b> No feedback at this time.</li> <li>• <b>Bass</b> No feedback. It is hoped that a member who has not been attending choir for a while may come back after lockdown.</li> </ul>	
8	<p><b>Social media</b></p> <ul style="list-style-type: none"> <li>• <b>Website - Action to be taken before September change over</b> This will not happen yet. We will be advised by PR about what needs to be done and when.</li> <li>• <b>Facebook – Administration</b> NF had some questions about our fb ethos. Our page is a closed group but old members are still able to access it. It was decided that we would be happy to let other people, who are not choir members, access the page. NF has been given the authority to decide what to include, and to remove people or unsuitable posts. If any decisions are tricky to make for any reason, NF can defer to NC or the committee members.</li> <li>• <b>YouTube</b> IF received the validation code today. This will be sent to PR so that he can download When You Believe as part of the press release.</li> </ul>	<p>PR FH  NF  IF PR</p>
9	<p><b>Social events</b></p> <ul style="list-style-type: none"> <li>• <b>Past events</b></li> <li>• <b>Spring Term meal out – Selkirk Gurkha</b> This event was well attended and enjoyed by all. DI was thanked for organising the evening.</li> <li>• <b>Future events</b></li> <li>• No other events will be planned due to the current restrictions.</li> </ul>	
10	<p><b>AOB</b></p> <p>No new issues were raised.</p>	
11	<p><b>Next meeting date and time</b></p> <p>The date for the next meeting will be decided by WhatsApp.</p>	

The meeting ended at 20.55pm.