

Ipswich Hospital Community Choir

Minutes from the committee meeting on 11th May 2021

- **Minutes from 13th April 2021 –approval /action**
 - One small correction was made.
 - The hospice events coordinator has been made aware of our willingness to be involved in the Remembrance service in December.

- **Future plans in light of government road map**
 - There is still a lack of information about whether singing together will be allowed in the near future. We will plan to meet for the first time on 23rd June and presume that this will be able to take place. We will meet from 6.15pm – 7.45pm. We will need to conduct a door check as members arrive.
A special arrangement will be made to allow a member with a compromised immune system to take part using Zoom. **PR to set up equipment AV to contact member**
 - **Survey of members**
We will send a new survey to the members including the following questions:
Have you had your vaccinations?
Would you be prepared to do a lateral flow test prior to each rehearsal?
Would you be prepared to help to wipe down the furniture after the session?
Would you be prepared to pay more if we need to use another venue whilst the restaurant is having building work done?
Is there anything that you would like to ask? **NC**
 - **Risk assessment**
This was started in 2020. FH will send the partially completed one to IF. **FH IF**
A copy of the finished risk assessment will be made available to OCS. **IF**
 - **Venue availability**
The restaurant is happy for us to use the venue if satisfied with our risk assessment and on the understanding that we adhere to government guidelines.
We have been made aware of future building work that may take place.

- **Parking**

To date there has been no response to the message that was sent to the parking company. This will need to be chased up. **IF**

- **New committee roles**

The following roles will be offered to the members in order to increase the numbers on the committee:

- **Membership secretary:**

To send out and collect membership forms termly.

To maintain the register of members.

To issue the new members pack.

To enable new members to access the website and SMS service.

To liaise with the treasurer.

- **Event coordinator:**

To liaise with the event venue.

To update the events section of the website.

To advise members of timings for events and the appropriate dress code.

To try and find extra events that we can take part in if we have a lean period.

- **Website support: PR will continue in this role but the committee felt that it should be defined as a specific role in recognition of the work that he has done for us.**

To develop and maintain the choir website.

To help members with IT queries eg. password resets

To create member polls

To support the MD

It would be prudent to consider a deputy for the above role, to be offered after the AGM, to work alongside PR and to future proof the website should he not be available for a period of time. This would not necessarily have to be a choir member. PR will provide a manual to enable others to access and run the website. **PR**

- **Charity donation IF**

The two current appeals at the hospital are the Blossom Appeal and the Childrens' Appeal. It was decided that we would give our currently available funds to the Childrens' Appeal. **IF**

- **Social event PR**

It was proposed that we offer members an evening social event at the Ipswich Sports Club. This would hopefully include some singing and a single course meal or barbeque. Possible dates are 21st August, 4th September or 11th September. A poll will be created to gauge interest.

PR

- **AOB**

- There are two possible new members who would like to join when we resume face to face rehearsals – one alto and one soprano.
- The first two rehearsals in June will just be familiarising ourselves with the routine of a proper rehearsal and we will sing some old favourites to renew our confidence in our voices and to enjoy the experience of singing together. **NC**
- It was suggested that we should wear our blue uniform to the first rehearsal after lockdown.
- **PR** The recording of Cups is still being worked on. **NC**

The next meeting will be on Thursday 10th June at 7.45pm. Venue – Nick's house.