

Minutes of Committee Meeting on Thursday 15th September 2022 by Zoom

Present: Philip Bellshaw (PB) (chair), Graham Stroud (GS), Barbara Hathaway (BH), Hilary Boszko (HB), Corinna Gregory (CG), Pauline Hygate (PH), Paul Spicer (PS), Kate Crocker (KC) and Jane Eminson (JE)

		Action
1.	Apologies for absence: Michael Palmer, Heather Gay and Julia Sadler.	
2.	Philip thanked Ela for setting up the Zoom link for the meeting.	
3.	Minutes of meetings held on 14th June 2022 were agreed as a correct record.	
4.	<p>Actions and matters arising from the minutes: Progress with actions was noted.</p> <p>No further support for collecting subscriptions and Gift Aid is needed. Further thought is needed on social media and it was agreed that this should be deferred to a future meeting. These items should be removed from the action list. No invoice has been received from St Paul's yet.</p> <p>Sound archive: Kate reported that all the Bach choir recordings are already backed up on WAVs as this is the standard industry file format for highest quality. These could be collated but no action is needed urgently.</p>	
5.	<p>Report from planning meetings: The minutes of the two planning meetings held on 2nd and 31st August were received. Barbara was thanked for preparing the minutes.</p> <p>Pauline presented her costings of the programmes planned for 22/23 and 23/24. The projections will draw considerably on choir funds and shows funds diminishing by £9k in 22/23, and £15k in 23/24. This would leave the choir with £30k as it begins its 24/25 season which is very close to its minimum level of reserves as agreed by the committee. This rate of draw-down of funds is not sustainable without fundraising.</p> <p>Kate reported that fund-raising had become increasingly difficult. Using a professional fundraiser was discussed and Graham supported the conclusion that this was probably not a viable option. Hilary suggested that philanthropic individuals could be approached through appropriate contacts. Another alternative could be to be part of a festival programme so that some costs are shared. Paul suggested that we may need to have an orchestral concert every two years rather than every year. Pauline said that we could consider cheaper venues. It was agreed that Paul would replan the orchestral concert in November 2023, possibly with a Brahms programme [Action: PS]. It was agreed that it is really important to engage choir members with these issues at the AGM.</p>	PS

6.	Decisions taken since the last meeting: None	
7.	Finance Report: Latest figures showed that in 2021/22 concerts had made a loss of £5,309. The special concerts fund had grown by £4,786. In the 2022/23 budget there is a predicted deficit of £1,300 on covering rehearsal costs by subscriptions which could be covered by an increase in membership. Pauline suggested that subscriptions would need to be increased from £240 to £252. The committee agreed to recommend 23/24 season subscriptions of £252 to the AGM. It was also agreed to transfer the surplus from the garden party and music sales to the special concerts fund. An additional trustee meeting to consider the accounts, trustee annual report and AGM arrangements was agreed for 17 th October. Pauline was thanked for the clarity of her report.	
8.	Fundraising Report: Kate was thanked for her report. It was agreed that Kate would try and access fundraising for a recording.	
9.	Marketing Report: Hilary's report was received with thanks. Hilary reported that she is exploring funding adverts on Facebook and Twitter. She had tried this for the open rehearsal; targeted advertising cost £14 and 59 new people visited the website. Several activities are about to happen. David Freak has been used for about seven years and is proposing the same fee for the coming year. This was agreed. Hilary suggested getting a professional photographer to the Lichfield concert. It was agreed to ask Frank Wood if he is available. Hilary also reported that Lichfield Cathedral have charged an additional £50 for a prime What's On spot but Clément has saved us on printing costs.	
10.	November concert arrangements: The rehearsal schedule was noted. VIP invitations have been issued. 25 tickets have been sold and Pauline reported that the PayPal sales were all new customers. An additional BMusic mailing could be done if ticket sales are slow. It was agreed that an additional rehearsal on 5 th November was not needed. Corinna enquired about translations for the programmes for the Christmas Oratorio. Ela was planning to use the same translation and Corinna is speaking to her about this. Six new men came to the open rehearsal and all wanted to join. Two identified from the Facebook advert did not eventually attend. Barbara was thanked for her work on this.	
11.	2022/23 Season: Paul has prepared the Nine Lessons and Carols programme. Kate is still waiting to hear from St Paul's about the Nine Lessons and Carols. Come and Sing will be on 4 th February. Heather would like help with organising Come and Sing. It was agreed to ask choir members for volunteers for Come and Sing, choir dinner and ordinary committee members. St Paul's is booked for the spring. St Mary's, Warwick is available for June 23 and this venue was agreed. Bookings for the November 23 concert will be paused until Paul has reprogrammed.	PB
12.	Choir Dinner: Hilary has been taking the lead and choir members are being asked if they are interested.	
13.	Tour: Philip will organise a tour subgroup meeting.	PB

14.	Correspondence received: None	
15.	<p>Any other business:</p> <p>Philip suggested that Michael be made an Honorary Life Vice-President at the AGM. It was agreed to recommend this to the AGM.</p> <p>Hilary suggested that the patrons should be reviewed and that Claire Barnett Jones might be a good Patron. It was agreed that Philip would approach her about becoming a patron. Life members need to be invited to the Lichfield concert.</p>	<p>PB HG</p>
16.	<p>Date of next meetings:</p> <p>Monday 17th October 5pm (Trustees only)</p> <p>Tuesday 1st November 5.30pm</p> <p>Thursday 1st December 5.30pm</p>	