

Minutes of Trustee Meeting on Thursday 14 September 2023 by Zoom

Present: Philip Bellshaw (PB) (chair), Paul Spicer (PS), Pauline Hygate (PH), Graham Stroud (GS), Barbara Hathaway (BH), Corinna Gregory (CG), Ela Claridge (EC), Kate Crocker (KC), Heather Gay (HG), Julia Sadler (JS)

		Action
1.	Apologies for absence: Hilary Boszko (HB)	
2.	Minutes of meeting held on 25 May 2023: agreed	
3.	Minutes of meeting held on 13 August 2023: agreed	
4.	Actions and matters arising from the minutes See below	
5.	Decisions taken since the last meeting PB noted that there had been a very successful outcome to the negotiations conducted with Broughton pianos for the supply of a new rehearsal piano, which was now in place. The committee expressed particular thanks to HB for her initiative and skill in bringing about the desired outcome. GS asked whether the choir members would be asked if they wanted to contribute to the cost of the new piano. The overall feeling was that this was not necessary and that additional choir donations should perhaps be better saved for contributing towards the costs of future concerts.	
6.	Concerts in June 2023: assessment PS felt that, despite the Bridgnorth concert not having been as good at that in the CBSO Centre, it was worth building on it to cultivate a loyal audience. Publicity would have to be targeted well in the future. CG noted that St Mary Magdalene, Bridgnorth was very cheap to hire. It was felt that the one downside was that Bridgnorth was less easily accessible than other venues.	
7.	Finance update: PH presented the finance report (attached), circulated before the meeting. She noted that the summer concerts had been financially successful although the garden party had not quite covered its costs, as more had been spent on catering than in previous years. She also noted that the rehearsal interval refreshments had become a good income stream. It was agreed that an extra Trustee Meeting would be required before the choir AGM to discuss and approve the accounts for the year. In a restricted meeting, the Trustees agreed on a revised schedule of rehearsal and	

	performance fees presented to them by PH. PB thanked PH for her meticulous and valuable work.	
8.	Fundraising update: KC had presented a written update (attached). She noted that her task in the coming weeks would be to present the choir's activities in a way that was attractive to funders. PS reminded her that it was intended to make recordings of two pieces in the 2024 summer concert(s). PB thanked KC for her continued work on fundraising.	
9.	Marketing update: HB had presented a written update (attached). Her request for funding for flyer distribution was approved. PB noted that volunteers are needed to chase up paid publicity.	HB
10.	Move to St Joseph and St Helen (SJSH): a. Rehearsal piano See point 5 above. b. Auditions BH reported that, because of other bookings, the choir can only access the hall after 6pm to start setting up. If there are a lot of auditions, it may not be possible to start rehearsals until after 7.15pm. PS felt that it would be possible to get by with these timings. c. Other issues BH reported that, after the rehearsal on 6 September, the choir had received an anonymous note objecting to the music (and words). While we have a music licence to rehearse up to 10.30pm, it would be wise to be extra-sensitive to noise levels for a few weeks. She also reported that CO ₂ levels had remained at acceptable levels even with most outer doors closed. Relations with the priest (Fr. David Barry) and the person responsible for bookings were good. BH felt that there might be a possibility to store a few things on the ground floor in due course. PB wondered if the church of SJSH might be a possible performance venue in the future and proposed arranging a visit.	PB, BH
11.	Come and Sing 2024 HG reported that the date of 27 April was no longer possible, as the Selly Oak MC had a wedding booked. The alternatives were to book for 4 May or postpone until October. GS and CG felt that rescheduling C&S for 4 May would be risky in view of the fact that this was a bank holiday weekend. It was decided that PB should contact Wylde Green URC to see if the original date of 27 April could still be possible.	PB
12.	Rest of 2023/24 schedule a. November 2023 concert Nothing to report b. Nine lessons and carols PS will work out a running order and prepare a booklet of his arrangements and descants. c. St Matthew Passion, March 2024 PS will work out a rehearsal schedule d. Summer 2024 concerts PS had sent round a proposal for a new programme, which received approval from the committee. The idea would be to ask Tony Wass to record the two new Bednall and PS pieces and then to record others (including David Hughes's carols) at a later date. PS will ask Tony Wass for a price.	PS PS PS

13.	<p>Social events</p> <p>a. Garden party, 9 July 2023 See point 7 above.</p> <p>b. Organ recitals, 20 and 21 October 2023 To date, only 10 tickets had been sold for 20 October and one for 21 October. It was agreed that these events could be opened to friends, colleagues and other non-choir members.</p> <p>c. Fish and chip supper GS reported that, contrary to rumours, Dad’s Lane Fish Bar had not closed, so he would ask about a block booking. The date of 22 February 2024 was agreed.</p> <p>c. Choir dinners The possibility of holding future choir dinners will be examined after the informal supper in February 2024. It was noted that a disadvantage of not organising such dinners was that it would be more difficult to stay in touch with former members.</p>	GS
14.	<p>Choir AGM The choir AGM is fixed for 22 November 2023. GS will consult the Handbook and advise on the steps to follow and their timings. A Trustee meeting will be held on 19 October 2023 at 18.00 to finalise documents to be sent out.</p>	GS
15.	<p>Choir tour: Not discussed. PB will deal with this before the next meeting</p>	PB
16.	<p>Archives and other items returned from Michael Palmer: EC had presented a written progress report (attached) on progress in digitising and storing the choir archives. She asked for permission to use an outside company to complete the digitisation of programmes from before 2001. The estimated cost was around £500. This was approved and EC was thanked for her work on this. She noted that Birmingham Library already had some archives from the 1950s and 1960s. There were also large volumes of handwritten documents that she proposed not to digitise. ER will be asked to make a link to the digitised documents on the website.</p>	ER
17.	<p>Correspondence received: None.</p>	
18.	<p>Any other business: CG will update the choir planning schedule and distribute it.</p>	CG
19.	<p>Date of next meeting: Thursday, 19 October 2023 at 18:00 by Zoom.</p>	GS/EC