

ALTON COMMUNITY CHOIR

Minutes of the Committee Meeting – 24th October 2013 at The Friends Meeting House, Alton at 19.00hrs

Present: Gill Moore (Chairman)
 Helen Brown (Minutes Secretary)
 Sue Lawrence (Treasurer)
 Jenny Hallett (Membership Secretary)
 Carolyn Robson (Musical Director)
 Robin Sturdy (Committee member)

Item	Discussion	Action / Comments
Apologies	All members of the committee were present.	
Minutes of the last Meeting	These were approved as accurate by Robin Sturdy.	
Matters Arising	None	
Draft Minutes of AGM	These were presented by HB. Minor alterations were suggested.	Helen to amend minutes and email them to the committee for final approval, before sending them to Alison Bucknall to put on the ACC website in 'draft' form.
Finance - banking	Robin has passed the relevant paperwork to Sue Lawrence. Sue, Helen and Gill have visited the NatWest Bank at Farnham with proof of identity.	SL, HB and GM will be the new signatories for the signing of cheques for ACC.
	Sue is not sure how soon the new signatories will be able to act for ACC.	Sue will enquire at the bank re the transition time.
Finance – fees of Musical Director	Carolyn has checked with the Musician's Union re fees. The closest they could provide (for an accompanist) is £109 per session. CR stressed she is happy with £100 per session, though would require this even if the session was shorter than normal – such a session would mean that she couldn't be earning elsewhere.	This was approved unanimously. NB. A session referred to is a rehearsal, a concert or a concert followed immediately by a rehearsal or vice-versa.
	Jenny proposed that Carolyn's fee should be reviewed on a regular basis.	This was approved unanimously – Robin suggested that January might be a suitable time.
Finance – fees of Musical Director Contract/agreement etc.	Joanna Ridout has offered to help to draw up an official agreement. She is familiar with the appropriate legal language required.	
Membership	Jenny Hallett has taken over as membership secretary.	Jenny will have a meeting with Sue Foulkes to familiarise herself with the system and related information.
Membership (cont)	The current membership list needs updating.	Jenny will let the committee have the list in due course

	<p>All committee members should have a list of members.</p> <p>Helen will need a list of members, with their email addresses</p> <p>Carolyn should be consulted re timing of when new members should first come to choir practice. (She explained that some times are more appropriate than others for new people to begin at the choir.)</p>	<p>Helen has already has some email addresses. These will be checked once an up-to-date membership list is available. Emails to members will be sent 'BCC'.</p> <p>Jenny to seek advice from Carolyn before inviting new people to come to choir for the first time.</p>
Correspondence	<p>Proposed trip to Herborn, Germany Eric Smith has suggested that there might be an opportunity for ACC to go to Herborn in Germany, on a similar basis as ACC did to Italy and Portugal. This could be in 2015. Alton is twinned with Pertuis in France and Pertuis is twinned with Herborn.</p>	<p>There are people in the choir who could act as organisers for the visit. (Just before our rehearsal started Mark Rumsby approached Carolyn regarding the German trip. He had been speaking to Eric Smith so knew all about it! He and Ruth have offered to form the basis of a working party to deal with hotels, coaches etc. in Germany if the committee wishes. What a lovely offer! As you probably all know Ruth is German.)</p>
Concerts	<p>9 Nov. Community Centre, Alton. 7.30 £10 tickets</p> <p>22 Nov. Alton turning on of lights 6.30</p> <p>1 Dec. Gilbert White's House, Selborne. 3pm</p> <p>12 Dec. 7pm Borovere (Care Home), followed by a normal rehearsal</p> <p>19 Dec. Golden Pheasant, Lower Farringdon, 8pm</p>	<p>Tickets available from Haydn Chappell</p> <p>Final details TBC</p> <p>TBC (Freda Lemmon has contacts at Gilbert White's House)</p> <p>Final details TBC (10 Borovere Lane, Alton, Hampshire GU34 1PD)</p> <p>The landlord has kindly said he will provide mince pies and mulled wine.</p>
AOB	<p>Membership of Alton Town Twinning Association (ATTA). Discussion re rejoining.</p> <p>Distribution of recent administrative documents following EGM and AGM :- EGM minutes - AGM minutes - Chairman's report/report from Gill Marsden (combined). Treasurer's report and Accounts</p>	<p>Unanimous agreement that ACC should rejoin.</p> <p>Helen to send to committee as email attachments for final approval before sending to Alison to put on the web site.</p>
Next meeting	<p>Thursday, 14th November at 19.00hrs at The Quaker Meeting House, Alton.</p>	