

ACC Finance Meeting  
4<sup>th</sup> December 2012

Present: Gill Marsden, Sally Bye, Sue Foulkes, Judy Burt, Freda Lemmon, Robin Sturdy, Rosie

Apologies: Susan Elverson

1. Finances relating to the workshop (10 November 2012)

Some discussion over whether this was an ACC choir event.

i) There was £105.80 surplus.

It was agreed that Carolyn should receive this balance from Hampshire carols workshop.

ii) With reference to the coordinators fee there was discussion about how much Carolyn should receive.

Proposal: Carolyn should receive a fee for the coordination of the Hampshire Carols Workshop to be taken from the surplus funds of the Eversley Carols Workshop. A vote gave the following result:

For: 2 Against: 4 Abstention: 1.

The proposal was therefore rejected.

2. Should decisions about spending ACC funds (on anything other than the day to day running expenses of the choir) be put to the committee and voted upon?

This was unanimously agreed.

3. When organising/accepting future events, we need to be clear about who will be paying for MD's fee. If we have a gig to which we are invited and an income is being generated by the organisation concerned, ACC expenses should be paid for by that organisation.

This was agreed.

4. Recording of CD.

It was agreed that this was a worthwhile undertaking (to improve performance, give focus for choir, and involve the whole choir). Everyone was positive and enthusiastic about the prospect of the recording.

However, it was felt that we need more time to let the financial implications and logistical details be investigated before organising the event, in order to do the job well and not rush it through. The event is expected to make a financial loss.

All action regarding the recording of the CD to be suspended and discussion to be picked up again in the summer term,

Look into grants and sponsorship.

Do we need to find someone who can take on the role of marketing?

Sally to email Carolyn and Gill to cancel hall booking

5. Each year we have a balance of Income over Expenditure. Do we have a clear idea of how this balance should be used?

Proposed uses: coach fares, outings, events that can unite the choir, MD's fees for events that do not generate an income etc.

Performance fees should be broken down on end of year accounts.  
MD's fees for non-income events that come out of the general fund should be itemised separately.

What figure are we happy to leave as our background balance in the bank?

7. Should discussion on MD's fees be discussed in their presence?

It was felt that, for both the committee and Carolyn, it would be more comfortable if the MD was not present during fee discussion.

If the fee rate should be altered, the MD should put request in writing before the committee meeting for discussion.

A.O.B

None