

Sandbach Choral Society
Minutes for the Committee Meeting
Tuesday 14th November 2023 at 6.30pm
Wheelock Methodist Church

1. Present: Mags Daly (Choir Rep), Pat Arnold (Treasurer), Julie Barker (Assistant Musical Director) Kathryn Flavell (Chair), Kelvin Leslie (President), Simon Russell (Accompanist), Frank Barker (Fundraising and Keyboard Manager), Ena Furber (Membership Secretary), Andrea Boardman (Acting Secretary)

2. Apologies: Stephen Newlove (Musical Director)

3. Matters arising;

- Outstanding posts:

Secretary - Sue Powner has resigned from the Secretary role and also from Choir. Andrea can cover the role until Christmas but we urgently need a replacement. Sue's work as secretary has been very much appreciated. **Action:** Andrea to send out email with job description to choir members.

Publicity Officer (Website updates) (nb website is out of date and offputting to anyone visiting the site) - Mark Rowlands has now left choir and we need someone to take over updating the website. It was agreed that Kathryn should ask her contact (not a choir member) to help get the site back up and running but we need someone to take on the role from there. **Action:** Andrea to send out email with job description to choir members.

Fundraising Manager and Keyboard Manager - Frank has stepped down from his committee roles. Thanks to Frank for his years of support on the committee. Roles to be discussed; these may not need to be specific roles assigned to one person.

Frank has provided Kathryn with a set of information relating to job roles appropriate to Choir committees and non-committee roles to assist if new job descriptions are needed or for people coming into new roles etc.

(Singing Day organiser – carry forward - consider after Christmas)

- Stage manager job description (Kathryn) - Kathryn is on the way to completing this.
- GDPR paragraph (Kathryn) - it was agreed that the paragraph in the Welcome Pack should remain as it is.
- Auditioning in Welcome Pack and on website. **Action:** Andrea to change wording from 'singing test' to 'vocal range test' in the welcome pack to give a more accurate description. nb this needs to be updated on the website.

4. Autumn concert review

- It was felt that the concert went very well. There was a good audience who gave very positive feedback. Soloists were excellent. An overall loss of around £120 is an improvement on recent years.
- Julie has sent 'Thank you to all' messages via social media platforms and taken the opportunity to advertise the next concert. Kathryn directed Julie to the Elworth Matters Facebook page for any future promotions.
- Frank has provided the Kathryn with a set of information relating to job *lists* designed to support choirs eg for concert planning and logistics. These are available from Frank as electronic documents if anyone would like a copy.
- Suggestions for future concerts:
Choir to park on the school car park if possible leaving more space for the audience to park on the church car park.
- Someone other than Pat to take charge of the meeting room code as she has other essential finance duties on arrival.

5. Programme update

- Sat Dec 16th 2023 Deck the Hall. Hall is booked from 9:30am and the **concert starts at 2pm**. (Andrea to confirm opening up time the week before the concert and to invite dignitaries)
- Sat March 9th 2024 Sing With The Spirit - no further updates
- Sat June 15th 2024 Sing We and Chant It - no further updates
- Sat 31st August 2024 Come and Sing Day - no further updates

6. Social events

- Quiz - payments need to be taken by 17th November for Pat to be able to take a cheque to the Top of the Hill to order the food. Discussion around whether a cash payment on the night should be arranged instead, to allow more time for people to book in.

7. AOB

- Price of children and young people's tickets at Christmas concerts. Children under 16 are free. Julie will add this to the comments when she posts on social media.
- Which dignitaries to invite to concerts? November concert, Mayor of Sandbach, Mayor of Macclesfield attended and F Bruce was invited. Mayor of Cheshire East to be invited. To consider inviting a different local mayor to each event eg Crewe, Alsager etc.
- Carols - we have been invited to sing at Elworth Grange (small group, not full choir). It was agreed that Choir should consider one of these events per year. Supermarket singing was also considered: Action: Kathryn to contact Waitrose and Elworth Grange to request dates.
- Ticket prices - should we raise the prices? Is the programme worth £1.00? To be discussed at the next meeting.

8. Date of next meeting

Tuesday 12th December 2023 at 6.30. Andrea unable to attend - Kathryn will take minutes.