

Scottish Chamber Choir

Minutes

Committee Meeting Friday 2nd February 2018 At 79 Craiglea Drive, Edinburgh

Present: Pauline McClellan (in the Chair), Graham Drew (treasurer)
Guen Innes, Sue Shoosmith, Stephanie Robin
In attendance: Walter Thomson, (Minutes)

1. Apologies: Julie Morrice, Milda Zinkus, Iain McLarty

2. Minutes: Consolidated Minutes of Committee on 19th and 27th November 2018 approved.

Matters arising:

- The adobe software has been acquired
- Gabriel Jackson will not attend March concert but sends good wishes
- Conductor's fees have been increased as agreed
- PM will follow up with Valerie re name tags
- Re data protection, WT will draft consent form for circulation of member contacts
- PM to check with JM if there has been a follow up re website with Jim and Ross

3. March Concert

- Rehearsal time changed to 10am to 1pm
- 2nd percussionist is now Emma Holmes
- GI will check 1. With Iain if cellist will be at Thursday rehearsal and the amount of his fee 2. If Canongate do PRS return 3. Will ask for volunteers for FoH 4. Will check with Martin Tarr re tickets, programmes and FoH 5. Is Iain speaking at the concert...will affect content of programme notes

4. Workshop (19th March evening)

Noted there was some lack of communications about responsibilities for organising this....lessons to be learned about clarity in delegation

5. June concerts

- Programme in addition to the Dufay Mass consists of Fayrfax, "Ave Dei Patris Filia" and John Nesbit "Magnificat." Choir members will be asked to print off their own copies of the Dufay and Fayrfax. PM will email out copies. The Nesbitt at £3.25 per copy will be bought for the Choir library.
- Venues are booked, Crail is available for rehearsal from early afternoon

- Publicity for Crail ...SR will ask Iain for programme content (One hour)
- SR to ask IM for title for concert.
- Rachel will do wine at Rosslyn
- Pricing for Crail to be decided. GI will check with regular charges by East Neuk Festival.

6. November 2018 concert (Bach)

- Old St Paul's booked for Saturday 24th November
- Suggested budget for instrumentalists to be £1000 to be discussed with Iain and PM/JM.

7. 50th Anniversary concert (Spring 2019)

- GD will circulate for early approval the final version of the application form for funds for a commission to Awards for All. JM has given a list of some 6 to 8 grant makers to apply to if AfA application is not successful
- A contingency for a programme for Spring 2019 needs to be decided in case the commission falls through.
- IM asked for suggestions for music for next year from choir – PM to send out email.

8. Membership

- A policy should be decided in consultation with Iain about singers who attend rehearsals when not singing in the concert, expecting that they should not attend later rehearsals before a concert. PM to speak to IM.

9. Treasurer

- GD presented updated figures (as annexed) one or two have still, to pay for music and most subs are being paid. GD to chase up any outstanding payments.
- The Annual Report and Financial Statement needs to be with OSCR by end of March. The accounts approved at the AGM were in draft and have not yet been examined by an external examiner. The previous examiner will not continue. GD will seek an alternative examiner to do the 2017/18 accounts and the 2018/18 accounts. Annual report to be completed by PM/JM.
- Discussion about constructing a reserves policy which OSCR like to see... to be half of amount of annual turnover ie £5000. Amounts held beyond this may be available for budgeted loss on particular concerts
- Noted there is new guidance on annual report and accounts on the OSCR website

10. Other Business

Social media

- We have Facebook and twitter accounts. GI and SR will liaise with Lyndal and Claudia about progress and responsibility for making appropriate use of these.
- GI to produce leaflet for choir.