

# Mevagissey Male Choir Minutes of committee meeting

7-30 16<sup>th</sup> February 2016 Mevagissey Social Club

**Present.** N.Nicholls, G. Hoskins, P. Bowker, M. Thompson S. Lawday, B. Hocking, H. Stobart, T. Scarratt.

**Apologies.** D. Leeson, R. Mitchell, S. Flavell. P. Vellenoweth, C. Burnett, B. Hocking

**Minutes of meeting held on 19<sup>th</sup> January.** Proposed S. Lawday. Seconded G. Hoskins

**Matters arising.** Praise for Matt Fox for the fantastic work done on teach tapes M. Thompson concerns over lack of trustees, Meva. Ladies would like a copy of Christmas C/D, Thanks to M. Thompson and team for work carried out on web site, P. Bowker risers still to be modified, Rose Hunkin approached over concert for Robin in June Feast Week.

**Chairman's report.** Concert received from Tintagel hotel for concert on St Piran's Day, he thinks this is a nonstarter. Adrian Wilton to be approached to compare Minack and HFC.

**Treasurers Report.** Please accept my apologies for my absence from this meeting, and before I address the financial state of the choir, I would like to report that following our last meeting, I did contact the e-mail address on the Federation web-site to seek more details of the staging which appeared to be for sale. The reply indicated that the e-mail address was erroneous and the lady whose address it was had no idea what I was talking about! To financial matters; as you can see from the printouts, Income in January was principally related to Members' subs and payments for Cyprus, though there was a donation for £25.00 and CD and Track sales to the value of £110.00. Apart from the Annual Dinner, which I can now confirm made a loss of £117.75; our main expenditures included repaying a Cyprus deposit and paying Tommy Williams for three recording sessions – a speculation from which we shall accumulate, hopefully, early in our next financial year. We also made a donation to the Harbour Commissioners, for the use of the Quay and to the Ladies' Choir for their contribution to our joint Christmas Concert. The Spending Plan shows that, when payments for Cyprus and our Annual Dinner are taken out of the equation, the choir's expenditure so far this year has exceeded Income, but it is very early days, and not a cause for concern.

To move on to an aspect of my role as Treasurer that is not so directly financial, but highly relevant to our Web-master's queries which he circulated following his presentation to the membership. They were highly pertinent and sent me to examine our constitution and seek enlightenment from the Charity Commission web-site. The Constitution was no help, and that fact needs to be addressed! The Charity commission web-site was much more useful, and I think it should be required reading for all the committee before we launch into any really detailed discussion. In the absence of any information in our constitution, it was my belief that the Trustees of the Choir as a Charitable Organisation were the Chairman, Secretary and Treasurer. This obviously needs to be clarified, but the Charity Commission suggests that 3 is the very minimum number that a charity should have, so maybe the responsibility should be spread to all elected recommendations of the Charity Commission, and spelled out in our Constitution.

If I may make a proposal in absentia, Mr Chairman, it would be that "all members of the committee agree to familiarise themselves, before the next meeting, with those areas of the Charity Commission Web-site relevant to the role of Charity Trustees, with a view to a) Deciding who should be appointed as the Choir's Trustees and b) how the Constitution should be amended to reflect that decision and define the role of those persons appointed".

**Secretaries Report.** No letters sent or received.

**Concert secretary.** Nothing to report.

**Publicity.** Publicity pieces in local papers and Choir news Magazine, newsletter sent out, Culdrose MWC on the ball in helping with publicity which is nice to see.

**Social secretary.** Choir's annual dinner went well everyone seemed to enjoy themselves Questionnaire 16 replies so far.

**Fund raising.** Concentrating on selling adverts for programme for Minack and HFC, programs to be produced ourselves, printing to be out sourced. P. Bowker to find out about printing, Weekly draw proposed at £2 per week fee with pay outs of £100, £50, £25, £10, £5, concerns about members participating in this venture, Chairman Thought that a £1 fee would be better we will take this to the choir to vote on Proposed P. Bowker, Seconded M. Thompson. Other adverts still being perused.

**Almoner** No report

**Web Manager.** I am delighted to report that the Serif software we are using is proving reliable (once one gets used to it). The host, Surf Cornwall, has been 'down' twice, for short periods, in the last 10 weeks.

---

The website is easy to update and the site seems to work well on mobile devices. There is much that I still don't understand about non-Android platforms, e.g. Apple products, but hope to improve with feedback from users.

I am very pleased that Mike Tate updated the website while I was away last week, and Graham Hoskins will also be able to help with this too.

I am ecstatic about the Teach Tracks recorded with Matt Fox and believe we can continue to get the four parts of two, three or even four songs up onto the website every fortnight. I have had very positive feedback from newer choir members about this developing choir asset and believe it is a real support and encouragement for new choir members.

The Music Committee has made a decision about the most recent suggestion – perhaps this illustrates one of the advantages of the website. Information is highly visible, and helps items not to 'slip off the radar'.

The website Presentation was not as good as I would have liked, because I couldn't get the Wi-Fi functioning. The range of IT skills in the choir meant that the presentation was too slow for some and too rapid for others. I have put up a message on the Members page a note saying that I'd be pleased to assist any choir member with any IT skills they may want to develop. (Not just relating to websites)

Arising from the presentation for the Committee to consider:

1. Should the website Teach Tracks also link to the full CD version of the song? Members might like to test their learning against /with the full choir. I started these links but stopped when I realised the potential loss of revenue. If giving access to members improves the choir's sound quality, is it a price worth paying? It was agreed that the links to the choir's songs should be completed.
2. Should we look to increase the 'security' of the member's area of the website? We have a simple and non-changing username and password. Ex-members and others can access the site and see our financial position, minutes, etc. Does this matter? Security could be increased in a number of ways, but always at the price of more things to remember. Will we exclude some members? It was agreed to make no changes at present, but to keep the matter under review.
3. Questionnaire on-line. 11 Choir members have used the facility. ? Paper returns. I will run an analysis of the total received, by whatever method, for next meeting.

4. Engagements information. There is a great deal of information relating to each event, which should be published for the benefit of members and supporters. A start has been made, see Minack, but if it is to work, decisions have to be made about who is responsible for what and the information has to be shared so it can be made available. Does the Committee want the website to provide this useful information? If so, will it grasp the nettle? It was agreed that all the relevant information about all engagements should be available on the website. That the pro-forma should be developed and extended and that all information about the organisation of events and engagement should be shared and exchanged to make sure that this facility works properly.

#### **Web managers concerns.**

I don't know who the Trustees (referred to in David's last report) of the MMC are. Nor do I know their responsibilities, duties or liabilities. I don't know about the disclosure of minutes of a charity. (Comments made by Graham Willcocks and Steve Gibson)

While pondering these things, there are other things with which we must comply, such as data protection. Who is our 'Compliance officer'? etc It was resolved that these concerns should be incorporated in the proposal in absentia made by Hon Treasurer, namely that "all members of the committee agree to familiarise themselves, before the next meeting, with those areas of the Charity Commission Web-site relevant to the role of Charity Trustees, etc

**1<sup>st</sup> Tenor** C. Addison passed his audition into the choir

**2nd Tenor** nil

**Baritones.** Meet and greet needed for audience listening to rehearsals , can we keep songs fresh by maybe singing at beginning and end of rehearsal as a warm up.

**Bass** Paul Uzzel new member seems to be fitting in well S. Sandy on sabbatical

Music committee have had mini meetings.

Peter Bowker had been asked by one member to raise a complaint about the way in which song proposals were dealt with by the music committee. There was general agreement to the fact that the song proposal process had not been dealt well in the past. However, it was agreed that the new website exposure to song proposals was now working well and that responses were being given in reasonable timescales. Clearly this doesn't address past failures. It was resolved that all members who had received no proper reasoned replies in the past should resubmit again and the improved arrangements would ensure that proposals would be properly considered in a reasonable timeframe.

**AOB** nil

Meeting closed at 21-39

Next meeting Tuesday 15<sup>th</sup> March

Signed Chairman

Date