

King's Lynn Festival Chorus

Committee Meeting

held on

Monday 29th November 2010

Springwood School, 6:00 p.m.

Present: Nick Balaam, Mandy Claydon, Keith Macleod, Sue Stewart, Fiona Ross,
Penny Gillies, Nicola Berns (NBn), Penny Matkin, Andrew Stewart, Tom Appleton

Apologies: Jan Willson, Anne Peppitt, Helen Herbert

The minutes of the meeting held on 26 October were agreed and signed as being a true record.

1. Matters Arising

5c There had been no further communication from RAF Marham regarding the request to sing carols on 3rd December. Therefore this concert was assumed to be cancelled.

5e KM was asked to calculate the cost to KLFC of the Blake concert. This cost would then be met by those who participated.

12 NB asked that Committee members take on the outstanding responsibilities from the concert planning list. NBn asked for clarification of duties of the Outside Events Manager. NB will advise NBn via email.

13e NBn circulated a detailed letter from Fraser Reich outlining the maintenance and running of the KLFC web-site. The Committee were taken aback by the amount of time and work involved. KM suggested it was important that FR be reimbursed for any monetary costs including the subscription for the domain name. He also suggested that the domain name for KLFC should really be owned by the choir.

Action **KM – Blake costs**

Reimburse FR for web-site costs

NB - Email NBn re Outside Events Manager

2. Treasurers Report (see attached)

2a KM reported that the Monteverdi Concert had made of profit of £389 plus £135 on the sale of programmes, therefore total profit being £524.00.

2b There were still 23 members who hadn't paid their subscription for this term. KM would continue to pursue.

2c The bank account is in a healthy position so, with careful management, future events can go ahead as planned.

2d All but three of the tour deposits had been collected and KM was in the process of working out the cost of the next instalment.

TA thanked KM for his swift and efficient work.

3. Librarians Report

3a SS informed the Committee that copies of the Vaughan-William scores needed for the May concert were proving difficult to source.

3b The Britten scores must be returned immediately after the Christmas concert.

4. **Monteverdi Concert**

The concert had been hugely popular and successful. TA quoted '*Hard work pays off*'.

Lessons learnt

1. There had been a complaint from the public regarding the zoning of the side pews in St. Nicks. These seats had been sold at top price yet all looked onto the backs of choir members and some had a restricted view due to the organ. It was decided that 20 tickets would be held and sold on the door with a restricted view warning.
2. PG will arrange to sell concert tickets to choir members at rehearsals:- this will save the commission charged by the Corn Exchange.
3. It was very dark in the south porch as the audience arrived causing some people to trip. Some form of lighting would be arranged in future.
4. NBn reported that some choir members weren't happy with the no seating plan arrangement. Sight lines will be checked thoroughly at the rehearsal before the concert.

5. **Carols in St. Nicks 12/12/10**

- NB read through the concert check list and anything outstanding was allocated.
- The staging will be delivered on Wednesday 8th Dec. NB will assemble a team of helpers to erect on that evening.
- It was decided that gifts for the band and the harpist would not be necessary.
- Unicef are organised to provide refreshments. Choir members will be reminded to bring 6 mince pies each.
- FR to produce a programme which will include the words to the congregational carols. This will be photocopied and provided free of charge.
- NB will ask for volunteers to meet at St. Nicks on Monday morning (13/12) to help disassemble the staging and clean the church.

6. **CD recording**

This will go ahead on the weekend of 14/15/16 January 2011. MC will confirm booking of St. Nicks and KM will begin to assemble a costing so that we can agree with Mardi Brass how to allocate costs and earnings.

Action MC - confirm St. Nicks
KM - costing

7 **2011 Programme**

May 14 – Spem in Alium The first half of the concert will be from the New Edition English Anthems and Spem in Alium will be performed at the end of the concert. John Byron and Alex Saunders have been asked to perform a 15 minute slot. TA to confirm the rest of the programme when finalised.

TA will discuss with JB what type of organ would be best to use. PM suggested moving the venue to St. Margaret's Church as this has a good organ. However it was felt that this church was too small.

KM said he had heard reports that our concerts were too short. This will be kept in mind during the planning stage.

Action TA - finalise programme, speak to JB re organ

July 17 – Festival Concert. The choir will perform the Vivaldi Gloria in the Corn Exchange, possibly from memory. The rest of the concert has yet to be confirmed and the accompanying orchestra still undecided.

December 10/11 - Christmas concert

The original idea of a two day concert performing the Christmas Oratorio was dropped in favour of a concert with Mardi Brass to promote the launch of the CD recorded earlier in the year.

NB would like to perform a Charity based concert if possible, this would need careful planning and the necessity of previous concerts to at least break even.

NBn suggested that the Christmas concert is the most likely performance to attract children and this should be encouraged.

It was thought that if the December concert were to be mainly carols we should consider another autumn concert at a similar time to the Monteverdi Vespers. This will be considered further.

8 Tour

KM and FR need to speak to the previous treasurer regarding contracts.

FR is still waiting to hear from the tour company as to when the next instalment is due.

Action KM/FR - speak to OH re contracts

9 Equal Opportunities Policy

NB circulated a draft policy to the Committee for agreement.

SS proposed that it be adopted and FR seconded.

10 AOB

- Helen Herbert had resigned from the Committee due to ill health.
- NB had circulated (to Committee and Section Leaders) a draft document describing the role of the Section Leaders/Voice Representatives, this was based on an earlier draft by Pete Willson. The draft was agreed as being a good description of the role. It was also agreed that Section Leaders would in future be known as Voice Representatives. NB will produce a final version of the document for publication on the website and inclusion in the welcome letter. Kevin Carruthers had agreed to become Voice Rep. for the Tenor Section.
- Sally Smith from the Friends of the Arts Centre had asked for permission to place flyers, in support of the Arts Centre, in the pews at our Christmas concert. This was agreed.

Action NB – produce Voice Rep. responsibilities document

There being no further business the meeting closed at 7:15p.m.

Next Meeting

TBC

N D Balaam _____

Date _____