

Present

Paul Henstridge; Anne Adams; Graham Dawson; Sally Turnbull; Els Pearse; Rachel Mallaband; Sue Pennington; Paul Bedwell; Janet Hoyle; Georgina Hulse; Richard Salt; Paul Duffield.

1. Apologies

John Spence; Helen Kirk.

2. Minutes

The minutes of the meeting of 20th May 2018 were agreed to be accurate and signed by the chair.

3. Outstanding Matters Arising not on the agenda

Meeting of 24/09/15

3.4 Els to sell scores gifted by Tony Pickles' wife on ebay. On going. Anne offered to help Els.

Meeting of 11/01/2017

6.3.1 John to collect next of kin details from chorus members. Partly done.

Meeting of 26/10/2017

5.1 Paul B has started to investigate selling remaining Christmas CDs. He was asked to find new outlets eg Cathedral shop, Millennium Gallery on the evening we sing there. CNC bookshop.

7.1 Graham is continuing the process of transferring assets to the CIO and closing down the SPC charity. His financial review, circulated ahead of the meeting, included details.

12.1 Paul B will take over responsibility for the SPC area of the Classical Sheffield website.

13.1.2 All trustees are continuing to seek volunteers to take over as Membership Officer.

Meeting of 06/02/2018

5.2 Paul B has arranged for the new logo to be used on all print materials. Other materials ongoing. He will meet with Anne to discuss.

7.3.2 Graham is working on submitting the change in the constitution to the Charities Commission.

11.1.1 The concert planning subgroup will meet shortly to consider the logistics of the Classical Sheffield fringe pop-up events.

11.3 The concert planning sub group will meet shortly to consider the logistics of the proposed visit by Bochum choir Easter 2020.

11.5 The concert planning sub-group will meet shortly to consider the logistics of the Classical Sheffield Festival March 2019.

11.6 The concert planning sub-group will meet shortly to consider the implications of doing more self-funded concerts.

12.1 Paul B will progress publicity for Georgina's music reading sessions.

12.2 Helen to offer honorary Membership to Pat Wiltshire.

Meeting of 10/05/2018

- 4.1 Paul H will contact members of the Friends scheme individually and ask them what they want from the scheme.
- 4.2 Paul H will consider seeking “ambassadors” eg Dan Jarvis.
- 5.2.1 Paul B will replace stationery items in the drop box to include the new logo.
- 5.2.2 Anne will order new name badges for those that do not have them but need one.
- 6 Paul B will plan a publicity campaign for Georgina's music reading sessions. See agenda item 5.
- 7.2.2 Graham is in on-going discussions with the Charity Commission regarding changes to the constitution.
- 8 Paul B has revised the chorus biography and developed a version for concerts outside Sheffield. He will circulate the 2 alternatives.
- 10.5 Paul H has asked Darius to consider using the voice exchange for the B Minor Mass.

4. Friends Scheme

Paul H has spoken to Daphne Sidney about the decision not to progress the Friends scheme.

5. Education and Outreach

Georgina was thanked for her paper outlining her plans for the coming season. The first set of music reading classes will start next week for existing and visiting members. Most of the current visitors are already proficient.

The main focus for publicity will be in the second term when classes will be for new men. Paul B has a meeting next week with Paul Boardman and they will work on it. Publicity effort to begin in November. Maybe use the idea of a New Year Resolution being to join a choir.

Georgina's plan to write a handbook was well received.

6. Marketing and Publicity

6.1 Anne circulated a draft publicity schedule for each of the forthcoming concerts. This was agreed. Paul B to action.

6.1.1 Agreed we should have flyers for every concert. Positive comments were received regarding recent flyers.

Decided to offer Paul Boardman, (graphic designer) 2 x complimentary tickets for each concert.

6.1.2 Friends should also receive tickets.

6.1.3 Decided to have a tri-fold general publicity leaflet in addition to specific concert flyers. Paul Bedwell to draft and circulate.

6.1.4 A press release is required for each concert. Paul Bedwell to write them.

Extra effort should go into the Holy Face concert.

6.1.5 Anne will discuss with the City Hall ideas for a voucher scheme for schools/ academy/ music hub to enable their students, teachers / parents to receive free tickets for concerts by redeeming the voucher.

6.1.6 A Sheffield brass network is being set up. Anne will liaise with them via Classical Sheffield with a view to using their network to publicise the Holy Face concert.

6.2 Publicity for recruitment via the men's music reading workshops was discussed. Ideas included using local radio. Paul B to action.

6.3 Agreed to proceed with Rachel's suggestion for promotional mugs which will include a personalised message. Rachel will write a piece for the weekly update.

Paul Bedwell will ask Paul Boardman to update the banners with the new logo. A new photo of the chorus would be good if he can incorporate it. The photo to be not at Christmas. Paul B to arrange.

6.4 A new push to start soon for the sale of remaining CDs. Paul B to arrange.

## 7. Governance

7.1 Darius tabled a useful paper detailing issues around the various databases the chorus uses. There needs to be a short term system for collection of members attendance data in the absence of John Spence. Decided to continue using the present bar code system while ever John is able to feed the data into his spreadsheets. Darius has offered to process this information though there are short-comings eg some members have lost their cards and use a manual signing-in sheet. Darius has also suggested we try a less rigid version of the MAR system.

In the longer term we need a new system which will stream-line all the various data sets. This will probably be expensive.

Darius was thanked for his work on this. Paul H to feed back to Darius.

7.2 Graham reported that the transfer to the CIO is progressing.

7.3 A plan is in place for dealing with the requirements of the General Data Protection legislation. Anne will write the privacy policy and circulate it.

7.4 A loss of £2,000 was incurred on the recent French tour. This is regrettable and will be met from chorus funds. More careful planning will avoid this in future. The organisers were thanked for enabling a wonderful tour.

Graham circulated a Financial Review which shows a healthy picture. He recommends therefore that subscriptions remain at the same level.

Decided remuneration levels should rise in line with CPI, currently around 2%. The new rates to be:-

Music Director £175

Accompanist £87.50

Voice Coach £158

Graham to inform Darius, Rachel and Maggie.

7.5 All Officers' reports are required immediately for the Trustee Annual Report for the AGM. Officers to send reports to Anne asap.

## 8. Review of Recent Concerts and Events

8.1 The recent Rossini concert was agreed to have been a huge success musically. Feedback was positive and the relaxed setting of the ballroom was a good venue.

8.2 The French Tour formed links which will continue. It provided new and exciting opportunities for members.

## 9. 2018-2019 Forthcoming Performances / Recordings

### 9.1 After Hours Concert 09/11/18

Agreed that Anne should offer complimentary tickets to Friends, Darius, Rachel Fright, Nigel Gyte, and Mark Elder.

Paul B will check the cost for a one-sheet hand out giving information about the music.

There will be a flyer. Paul B to organise.

SPC will cover additional staffing costs.

Rachel will put it on Facebook.

It was noted that there will be additional costs owing to the need for split rehearsal.

Paul H will ask John where the additional rostrum comes from.

Anne will request a stage manager via the weekly update.

The rehearsal is likely to be from 5pm to 6.45.

#### 9.2 Christmas Concerts 15/12/18

No further information.

#### 9.3 Christmas Electives

Planning is on-going for each of these events.

Millennium Gallery 05/12/18 (Georgina)

St Luke's 09/12/18 (Rachel Copley)

Railway Station 19/12/18 (Paul H)

Tickhill 20/12/18 (Rachel Copley)

Decided to send any profit to Alzheimers UK

Paul B will speak to Chris Wren re possible publicity outlets.

Graham will draw up a budget for this concert.

Kelham Island (Donald Watts) date TBC

#### 9.4 Visit to Bochum 08/02/19

This could be a bigger group than expected. Maybe up to 40 members will go. Graham is waiting to receive more details from Bochum.

#### 9.5 Classical Sheffield Festival Weekend 10/03/19

Our concert is likely to be in the Cathedral at 1pm on Sunday 10<sup>th</sup> March.

#### 9.6 Bach B Minor Mass 06/04/19

No rehearsal schedule yet but rehearsals are likely begin following the After Hours concert. Els will draft a message for the weekly update regarding purchase / hire of scores.

Paul H will recommend at a future rehearsal that members consider using the choral line note learning CDs.

Very important this concert is sung especially well.

#### 9.7 Holy Face 09/06/19

Paul Bedwell will investigate the possibility of linking cheap Holy Face tickets to the purchase of Christmas concert tickets on a buy one get one cheaper deal. (Maybe a voucher in the Christmas concert programme.)

Anne circulated a detailed planner which was considered.

10. Future Planned or Possible Performances / Recordings

10.1 Visit to Bochum Autumn 2019

No further information.

10.2 Christmas Concerts 2019

No further information

10.3 Messiah March / April 20

Anne has given BDB various dates to choose from.

10.4 Verdi Requiem 02/05/20

No further information

10.5 Mahler 8<sup>th</sup> 20/06/20

No further information

11. Officers' Issues/ Reports

11.1 Issues raised by Officers - None

11.2 Issues raised by members - None

12. Correspondence- None

13. AOB

13.1 Rachel made a fund raising suggestion which involves using a dedicated "Easy Search" account as a default search engine when buying from on-line retailers. There was agreement in principle and Rachel will look into it further.

13.2 It was noted that at least one member, and possibly more, has completed 50 years in the chorus and this should be marked by the presentation of a bound score. Anne to ask John for a list of people in this position.

Date of Next Meeting

TBA