

# **Reading Male Voice Choir**

## **Minutes of a committee meeting held on 22 November 2018**

**Present:** Members: John Painter (JP), chairman; Geoff Gale (GG), deputy chairman; Martin Butler (MB), secretary; John Kay (JK), treasurer. Section Leaders (SL's): Dave Allen (DA), Alan Broodbank (AB), Paul Smallman (PS). Officers: Clive Waterman (CW), musical director; Andrew Evans (AE), assistant secretary/publicity officer; Steve Richardson (SR), publicity officer. Minutes: Peter Blake.

**Apologies:** Allan Crisp (AC)

<p><b>37/18 Minutes</b> of the meeting held on 27 September 2018 were agreed to be a correct record and signed by the chairman.</p>	<p><b>Action by</b></p>
<p><b>38/18 Matters arising from the minutes:</b>  <b>a) Social Secretary:</b> David Ewens has indicated that he is considering taking up the post of Social Secretary in the New Year.  <b>b) RMVC Banners:</b> Now that our new RMVC banners are available the old display materials are of no further use. Due to an earlier request these are to be passed on Fred Holloway.  <b>c) Afterglow Booklet:</b> AE has obtained a quote to print 100 copies of a compliment slip size, 36 page booklet, for £136. Members asked for this to be progressed.</p>	<p><b>JP</b>  <b>AE</b></p>
<p><b>39/18 Secretary's Report:</b>  The secretary's report had been circulated in advance of the meeting. MB highlighted a number of items of particular interest: all was in hand for the <u>Christmas dinner</u>, at this stage 57 would be attending and a seating plan had been prepared; arrangements for the <u>Christmas concert</u> at Reading Minster were well advanced, a fee had been agreed and tickets were selling well; income from the <u>Greyfriars Concert</u> in January was for choir funds so it was particularly important that we maximise ticket sales – publicity was already in hand but needed to be ready before the Minster Christmas concert to optimise impact; no supporting charity is currently signed up for the joint concert with the <u>Abertillery Orpheus</u> in March 2019, a number of options were discussed and these will now be investigated; <u>two new venues</u> have been signed up for next season – St Edmunds Campion, Maidenhead and St Nicholas Church, Trinity.</p>	<p><b>MB/AE</b>  <b>MB</b></p>
<p><b>40/18 Treasurer's Report:</b>  The treasurer's report had been circulated in advance of the meeting. Looking at the budget for the rest of the year JK advised that he now forecast Net expenditure would be nearly £1000 less than anticipated at the AGM. In addition, due to a number of new members, and income due from a gift aid claim, JK anticipated that there would be a further improvement in choir finances by the end of the year. He then detailed the difficulties caused by his not being able to deal with choir finances online and is currently looking into alternatives. In the meantime another signatory is needed by our current bank and JK proposed this should be Geoff Gale. <b>Agreed</b>  He then asked the committee to pass a resolution in order to allow the RMVC <u>bank mandate</u> to be brought up-to-date:  <b>It was resolved that:</b>  <i>The authorised signatories in the current bank mandate, for RMVC Accounts held with</i></p>	<p><b>JK</b></p>

NatWest Bank Plc., to be John Kay (Treasurer), John Painter (Chairman) and Geoff Gale (Deputy Chairman).

JK

#### 41/18 Musical Director's Report:

CW began his report by asking when the choir's new CD would be available. AE advised it would be sent to the duplicator next week. CW then took the opportunity to thank AE for the outstanding support he provided to the choir, not only through the production and design of this new CD, but also our Christmas booklets and much more besides – a sentiment widely supported by committee members. AE went on to advise members that the cost of 300 CDs would be £540 inc VAT, at the same time CW asked for the committee's agreement to pay Mr Bridge, who had both put the master CD together and undertaken earlier work for RMVC, a sum of £200. Both expenditures were **Agreed**.

AE

CW concluded by saying that he would not be fearful about RMVC being pitched up against other choirs and that when the time was right he would certainly consider putting us up for a competition.

CW/AE/JK

#### 42/18 Chairman's Report:

The chairman's report had been circulated in advance of the meeting. Noting that the choir would be providing their own entertainment at this year's Christmas Dinner, JP proposed that following the event the committee should review both this year's format and also its current venue.

JP

JP also noted that individual choir members - most recently John Adams and Robin John - arranged walks and activities for members on their own initiative.

He then advised that the event planning working party had recently met in order to cover activities where a more detailed input is required for an event and would shortly need to meet again. On the matter of overseas trips he re-confirmed that a situation which had allowed there to be an overspend on the Italy tour would not be allowed to happen again. For the Warsaw trip JK proposed that members should be given a good guide of the total cost, but that it should be made clear to all travellers that the final cost per person could only be known when final bills had been received, exchange rates at each stage of the process finalised, and any effects of the Brexit situation known. This would ensure that each person on the trip would pay for their own full cost and that in future no loss, or profit, would then be made by the choir. It was agreed that this costing method would be put to the choir at the next rehearsal, and commitment sought in order that beneficial early-priced bookings could proceed. GG then raised the point that it had in the past been agreed that the choir would only go on tour once every two years. JP replied that there were no plans at present for 2020 or 2021.

JP

MB then advised the committee that he had spoken again to the school caretaker regarding the parking problems being caused by parents and teachers on our rehearsal evenings. The caretaker was very supportive and advised that should the problem continue offenders will be asked to find alternative venues for their events.

JK

#### 43/18 Health and Safety Update

AB advised the committee that there had been no reports of accidents or dangerous occurrences since our last meeting. He also commended those who had carried out a survey of the Welford Park site and provided helpful advice to members that it could be risky walking there in the dark. AB asked if this approach could be continued. JP noted that the secretary's visit form for concert venues incorporated health and safety issues and had identified the possible risks at Welford church which had

triggered the survey.

**44/18 Social Programme**

Already dealt with above.

**45/18 Fund Raising**

Members were very pleased to note that the choir had recently recruited six new members.

A recruitment idea AB put forward was that in a recent situation he had found himself in, it would have been useful to have had a business sized RMVC card in his wallet that he could have given to the person he was talking to. AE advised these would cost about £40 per 1000.

AE reminded the committee the choir's 50<sup>th</sup> anniversary in 2021 was coming up and that he was still looking into the possibility of sponsorship.

AE

**46/18 Social Media and Website**

AE will be arranging a meeting with Jim Grufferty to review and update the choir website. The choir's Facebook page was up-to-date and active. It was agreed that the choir should investigate further the use of twitter to promote its activities.

AE

**47/18 Any Other Business**

a) **First Aid Courses:** A suggestion made to DA by a member was that it might be worth holding another first aid course, especially as we had recruited a number of new members recently. AC to be asked to pursue.

AC

b) **Christmas Concert:** DA raised the question of RMVC's performance position at the Minster which some felt was not obvious enough to the audience. Alternative arrangements were discussed. JP reminded members that RMVC is not the organising choir but none-the-less benefits from a very high profile Reading event.

c) **David Ewens Leaflet:** There has been part-distribution of this leaflet. It was agreed though that its wider circulation would be a good idea. AE suggested that it would be helpful to have it reprinted with a little tweaking and with MB's mobile number replacing DE's. SR offered to take on the update.

SR

**There being no further business the meeting was closed  
The next meeting of the committee will be held at 1930 on  
Thursday 7 March 2019  
At Hawkedon School**