

**ORANGE MALE VOICE CHOIR**  
**MEETING OF THE MANAGEMENT COMMITTEE**

7<sup>TH</sup> December, 2020, 7.30 pm – via ZOOM (Meeting ID 898 5877 9336: Password: 955733)

**MINUTES**

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**1 ATTENDANCE**

D Kennedy (Chair), M. Collett, P. Derrig, D. Harvey, J. Mealings, M. Priest, D. Woodside (Minutes)

**2 APOLOGIES**

P. Rees, R. Rochelli

**3 MINUTES OF PREVIOUS MEETING**

**Motion:** That the Management Committee approves as a true record the minutes of the November 10th, 2020 meeting as circulated.

**Moved:** DW                      **Seconded:** PD      Carried

**4 BUSINESS ARISING FROM THE MINUTES**

**4.1 COVID-19 Policy**

NSW regulations have been relaxed allowing 50 singers indoors.

**4.2 COVID Plan**

Returning to rehearsal – we will obtain a copy of ORC's policy for COVID guidelines at our rehearsals.

**Action: Obtain copy of ORC policy (DW)**

DK noted the difficult circumstances of 2020 and thanked the committee for its persistence and diligence in maintaining operations and communications.

**4.3 2021 Rehearsal Planning**

ORC Auditorium booking for Mon. 11/1.

**Action: Confirm booking for first rehearsal 11/1 with ORC. (DW)**

Implementation of COVID plan. JM will take responsibility for this.

**4.4 Bogle DVD**

Steve Gosch has details of edits required and will apply a charge of \$50/hour to complete these.

**Action: DW to check progress on scope of task and relevant cost.**

**4.5 Archived Meeting Minutes Advice**

DW reported that a flash drive and CD-ROM are recommended respectively by the local library and by National Library of Aust.

**Action: Use both for our archived minutes (one as source and the other as backup).**

**4.6 Recruitment & Marketing**

Possible initiatives. The following suggestions were made by committee members:

- Word of mouth is critical (members need to be especially active)
- Adequate exposure through local performances and community events including for example Farmers' Markets
- Use of community radio for interviews, promotion of concerts
- Develop liaison with schools
- Implement an annual vocal scholarship with appropriate publicity annually
- Encourage much greater pro-activity in this area by members
- An annual open night
- Strategic placement of posters and flyers (hospitals, schools, clubs etc.) and at performances (e.g. Aust. Day) for recruiting new members
- Capitalise on changes and opportunities e.g. 2021 choir active again with new MD.
- Follow up with Prime TV Mel W's feature suggestion made during Bogle feature 2020
- Develop our relationship with OCC offering service on official civic occasions
- Explore opportunities for raising our profile through ORC.

**Action: New 2021 Committee to set up a working group to develop this as a major project.**

#### **4.7 AGM Notice/s of Motion**

Committee has no notices to place before AGM.

**Action: Use pro-forma email to inform members of first rehearsal, Australia Day, 2021 fees and dates for Annual Dinner and AGM and relevant information. (DW)**

#### **4.8 Christmas Party 11/12**

Planning. MP has completed the appropriate paperwork required by Council for use of the Mud Hut at Clifton Grove.

**Action: MP and DW to liaise in advising members of arrangements.**

#### **4.9 Annual Dinner**

PD undertook to co-ordinate the dinner with JM's assistance. Final numbers to be determined no later than 18/1. A cost of approx.. \$40/head was agreed subject to quotes.

**Action: DW to include details in email to members. PD to commence liaison with Kate Jones.**

#### **4.10 2021 Budget (MP)**

MP prepared the budget based on the agreed fees of \$50 and \$30 for the new year. He will approach ORC for a reduction in our hire fee for the auditorium given inactivity in 2020. Provision has been made for at least one major concert. It was agreed that a ZOOM subscription can be dispensed with for 2021. Other possible items for inclusion: Expenditure

- CD production (James B. for recording, cases, printing)
- DVD. Editing & production
- Promotional You Tube video/drone use.

Income

- A possible major concert in the Civic Theatre with Eric Bogle (he has indicated a willingness to consider this if we wish).
- DVD and CD sales

**Action: MP will re-cast the budget and seek online approval from committee.**

## 5 CORRESPONDENCE

See Attachment 3.

**Motion:** That the correspondence be accepted.

**Moved:** DW      **Seconded:** DH      Carried

Matters for discussion/decision.

- Australia Day. Phil Rees is happy to go ahead. Contact OCC with in principle approval subject to numbers.
- Huntington Support group. Committee supportive of flyer for sponsor bags

**Actions:** i) DW to email members re. Australia Day and compile Commitment Sheet.  
ii) DW to co-ordinate printing and distribution of sponsor flyers for local Huntington's group.

## 6 TREASURER'S REPORT

Two additional accounts were presented for inclusion - \$69 from R. Rochelli for a hard drive for archival sound recordings made and \$10.20 from D. Woodside for postage of DVD to Heejin Kim.

**Motion:** That the Treasurer's report and accounts for payment be accepted.

**Moved:** MP      **Seconded:** DW      Carried

DK inquired about the interest rate our term deposit is attracting. MP advised it's currently in the region of .24%.

## 7 MUSIC DIRECTOR'S REPORT

No report.

Accompanist's position. PR has indicated that he will arrange an accompanist for Australia Day.

## 8 UPCOMING PERFORMANCES

Australia Day invitation. Decision is that OMVC will accept Council's invitation subject to adequate numbers and a balanced group. Uniform will be determined by weather at the time.

## 9 MEMBERSHIPS

Reports. Rob Westcott has had his knee replacement and is recovering well. Alwyn Roweth enjoyed the farewell occasion at Lake Canobolas for Barry and Derek.

## 10 CALENDARS

### 10.1 Perpetual Calendar December

- Email to members re. fees, annual dinner 6/2, AGM (date 8/2 and notice of motions), Australia Day information, rehearsal resumption.
- Australia Day participation.
- WWC Register. Audit currency of all members' registrations.

Actions: DW to update Attachment 2 Calendar. JM to look at updates for members' WWC authorisations in the new year.

## **11 OTHER BUSINESS**

### **11.1 2021 Committee**

PD, MC and RR are ineligible to serve as ordinary committee members in 2021 after two years of service. These are the only restrictions for 2021. DK is prepared to stand again in 2021 as president.

DK thanked all members for their work throughout the year. Members thanked DK for his exemplary leadership in a tough year for the Choir, and for himself personally.

### **11.2 Organise 2021 priorities – Video promo, CD recording**

RR has indicated his preparedness to initiate and co-ordinate the video promo.

CD recording to be followed up for completion early 2021.

Action: RR to renew contacts to commence organisation of the promo.

## **12 LATE BUSINESS**

The Committee passed its best wishes to Stephanie and David Kennedy ahead of her surgery.

## **13 NEXT MEETING**

2021 AGM 8<sup>th</sup> February, ORC, 7.00 pm

**Meeting Closed** at 8.49 pm

## ATTACHMENT 1

### ONGOING ACTION ITEMS

Updated 30 November, 2020

Who	Action	Outcome/Comment
RR	<b>Promotional clip</b> around <i>Friendship in Song</i> . Engage D. Smyth (Drone), record "Friendship" soundtrack. Re-contact Perth MVC.	When permitted
PR RR	<b>CD Recording</b> . Arrange final recording of tracks. Finalise product for sale. (Cantar permission, liner notes, artwork)	When possible
DW	<b>Orange Field Days</b> . Contact committee in early Feb. 2021 re. voluntary on-site work.	
DK DW	<b>Unreturned jackets</b> . Baker, Schmich, Prestidge	Ongoing
DW	<b>Maintain contact Wal Pluis</b> (Orange City Ctre Newsagency, <b>James West</b> (prospective member).	
ALL	<b>Testimonial BP</b> . Plan, schedule for 2021.	
JR PD	<b>Sponsorships/Fundraising</b>	Ongoing
DW RR	<b>Archives</b> . Digitise vinyl & audio-cassette recordings	Ongoing
ALL	<b>Friends of OMVC</b> . Develop rationale/plan to replace Associate Member class	Ongoing
RR RO MC MP	<b>Social Media</b> . New team to plan for a more dynamic and active Facebook, Instagram presence with regular updates.	Ongoing
DW	<b>Bogle Concert DVD</b> . Prepare commercial product for sale.	Ongoing
ALL	<b>Casual Uniform</b> . Re-visit in 2021	
ALL	<b>Retired Life members</b> . Develop a plan for ongoing contact.	Ongoing
ALL	<b>Bogle concert 2021?</b> (in Civic Theatre as part of Subscription Series)	Re-visit 2021
PR	<b>Deputy Accompanist Rachael Brooking</b> . Keep her updated with 2021 plans.	Ongoing
DW	<b>Helmut Berndt</b> . Gift new CD	When available
DK DW	<b>Stefan Evans</b> . Presentation during his visit to Orange 2021 as advised by JS	When advised by JS

ALL	<b>Plan Function</b> for retiring Life members.	2021
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## ATTACHMENT 2

### 2020/2021 Calendar

Updated 8 December, 2020

Fri 11 Dec		Christmas party at Clifton Grove
Jan 11 Jan 26		Resume rehearsals as permitted. Australia Day Ceremony (Cook Park)
Feb 6		Annual Dinner at Kate Jones' One Nineteen
Feb 8		Annual General Meeting

## **ATTACHMENT 3**

### **Correspondence**

Updated 30 November, 2020

#### **Inward**

- Email Eric Bogle (15/10) re. DVD edits, Shelter request.
- Email (20/10) Wal Pluis (Newsagent Orange City Centre) re. singing 29/12 in response to our 20/10 email.
- Honorarium responses by email S. May (20/10), B. Patterson (22/10), P. Reid (24/10)
- Email (4/11) Rachael Brooking.
- Email (6/11) Insitinct & Reason Survey.
- Email (24/11) Natasha Rossiter re. Huntington's Disease group.
- Email (25/11) OCC requesting our participation on Australia Day.
- Email reply (4/12) Gabe Rea (Cantar).

#### **Outward**

- Email reply (20/9) to Eric Bogle re. concert DVD.
- Email to James West (20/10) reiterating 2021 contact for resumption of rehearsals.
- Email to Gabe Rea (28/10) re. cancellation of 2020 plans with Cantar, possible joint activity 2021.
- Email to Kevin Munro in Sweden (29/10) attaching the song Shelter.
- Email reply (6/11) to Rachael Brooking re. donation.