**Minutes from meeting on Wednesday  March 12, 2014**

Venue: 2 Prestwood Close, Kenton, Harrow, HA3 8JY

1)      Apologies for absence:  Valerie, Nick, Marion

2)      Members present: Mo, Gillian, Rose, Bob, Gillian R, Lesley

3)      Amendments from minutes of previous meeting – adjustment made to financial report

* Are we collecting coins for cash – , waiting till after summer holidays
* Hall heating now working well.

4)      Treasurer’s report: *Redacted*

5)      *Redacted*

6)      Secretary’s report

7)      Membership update – Rose has sent an update with details of the three new members since it was last published. Rose will forward the list each time to those on the committee who need to use the information. Ruth Greenham has left, Igrain had an operation, but Mo will approach her about returning when she’s better. Before taking people off the list Mo will write to them again to check whether they are considering returning. Need to know how many are in the choir for forward planning. Currently we have 52/53 members.

8)      Spring concert – Nick has sent seating plan, but without the children’s choir. Will probably decide during the Thursday rehearsal. Mo will forward list to FG for seating cards. A meeting had been held to look at concert procedure – FG will look at the plans with Rilla. Front of house – Shirlaw this time – Rose’s husband Brian will steward. Team needed for refreshments – Mo will sort refreshments this time. Will use organ gallery for extra audience if needed. FG will co-ordinate as Frank is not available for setting up on Thursday. FG will take programmes home. Will pay St Marys for extra rehearsal on Monday.

9)      Summer concert. Poster – people are asking for A5 posters, Mo checking where we can get them printed (Bob may be able to). Lesley thinks there may be a problem with the file. Gill reported that the music has been done. Bob asked for details of the following concert to start the publicity.

10)  Future concerts – Gill needs to know in advance what music is needed – asked when Nick and the committee make decisions about future programmes. Next 3 Choirs will be in 2017 and run by Harrow Choral.

11)  Publicity – Bob has sent press release to some local papers. May be a photographer coming. Has an item in Canons Park newsletter and My Harrow site. Asked to mention website on publicity. Mo puts up banner – has it altered for each concert. Rilla has found an alternative banner, which will be tested for durability. Gillian R is contacting new Stanmore paper. Will contact Aidan re website. Gillian R. mentioned Gerontius and Music Makers. Mo will get some extra copies printed. Also need to know the cost of programme printing for future occasions. Lesley will look at the cost of getting posters printed online.

12)  Membership recruitment. Have a turnover of members, numbers staying the same. Lose members mostly because of health problems. Discussion of whether Voices for Hospices in 2015 would be good for recruitment. Possible that some open rehearsals at the start of term would attract a few people – trial period.   Could advertise again with some local churches – some bookmarks? Mo reported that she puts out leaflets and bookmarks at concert. Agreed that the bookmarks would be useful for choir members. Facebook will circulate an event, for small fee (FG will investigate). Need progress with programme and dates at next committee meeting.

13)  Social events – aim for one per term. Garden Party in summer term. Some of choir asking about doing another Auction of Promises. Mo asked for people to email ideas around the committee. Bob offered an evening of photos.

14)  Any other business:

* Fit for purpose forms – FG will circulate to any of committee who she has not got
* All of committee are officially trustees. All voting members become trustees. Does it make the members financially liable for losses due to their negligence.

15)  Date of next meeting – dates will be Doodled