**MINUTES**

**Unity in Sound Community Choir**

**Date: Tuesday 29th November 2022 at 19.30pm Location – Leah’s**

**Present: Megan (Chair), Jane (Vice), Leah (MD), Lesley (Treasurer), Kathy, Bridget, Karen, Gail, Shelagh (Secretary).**

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| **Apologies: Wendy** | **Actioned by** |
| 1. **Previous Minutes:**   18th October 2022 Minutes approved & signed by Vice.  Welcome to new committee members - Megan, Karen & Gail. | **Jane** |
| 1. **Matters Arising from previous minutes**   Lesley asked that it be noted that she was absent on October Minutes.  Music for new members – ongoing with Sheena Lamb. | **Jane** |
| 1. **MD Update- Leah**   Leah requested a new keyboard case with wheels costing £249 – All agreed.  Leah is keen to push the charity gig and move things forward. Gail enquired about posters to promote our group. Kathy offered to ask about a paper insert as per previous occasions. Karen offered to screenshot a photo of the Torquay gig. Could we request members to look through their photos to get some newer ones. Karen will ask Jen Larkin and Claire Baldock if they would be willing to take photos. She will also get in touch with Maggie to submit video clips from Torquay gig; posters can then be updated & put up for our gig in the village hall on 21st December. Small posters A5 x 100 & larger A4’s x 20 will be ordered – Megan offered to laminate the A4’s. Cost is approx £65 for A5’s & 50p each for A4. Karen will upload to website. Lesley will organise poster with Marcel.  Karen is having problems getting Instagram & Facebook to correspond with each other. She is meeting with Ben to tidy up Facebook and asked that the private account set up for members only be taken down. | **All**  **Karen**  **Megan**  **Lesley** |
| 1. **Events.**   Suggestion by Leah that Charity Gig in St Andrews Church be postponed until Spring possibly a Friday in March, April or May – we need to check Andy and the Church’s availability.  Once the Charity Gig date is confirmed we will speak to The Hub with an offer of a date. Preference is to do charity gig before The Hub gig so that it does not detract from our main event.  Decision made to not use the risers for the village hall Christmas gig. New Christmas music booklets have been produced and will be handed out this week. | **Leah** |
| 1. **Finance**   Barclays bank signatory forms have been printed out for Megan and Jane to sign. Please ensure 2nd page is ticked so that we can get a card reader to enable payments.  Income currently held £13,524 | **Lesley**  **Megan**  **Jane** |
| 1. **Press/Advertising Update**   Discussed in item 3 above | **Kathy** |
| 1. **Social Media Update.**   Discussed in item 3 above  Karen suggested we add little snippets of choir rehearsal to attract new members especially younger ladies.  Karen requested that all members go on the website and “like” our page to promote coverage. | **Karen** |
| 1. **Any Other Business**   New Members – Request to all Members to provide emergency contact details and update mobile numbers.  Website - Suggestion that all Committee members and Section Reps be added to the website. Ruth has taken over from Megan as the Alto’s Rep.  Emails – all enquiries and general questions to be addressed to the main email address – [UiSCC@gmail.com](mailto:UiSCC@gmail.com)  Keys – Kathy currently collects the Church Hall key from Shirley and we need to ensure Shirley is informed of any non-choir dates so that we do not get charged. If either Kathy or Lesley cannot collect the keys then another member needs to volunteer – Bridget/Jane/Megan offered.  Non-Choir Dates – there will be no choir on the following dates.  10th February, 25th May, 3rd, 10th,17th & 24th August, 26th October &  21st December 2023.  Data Storage – permission granted to buy more storage as and when required.  Equipment storage – The storage unit where the choir equipment is currently stored is ending at the end of January 2023 so we need to ask the members if anyone could store the risers, speakers, banners for monthly £30 recompense. Access would only be occasional.  Meeting ended 9pm | **Jane**  **Kathy/Lesley**  **Lesley**  **Shelagh** |
| **Date of Next meeting: Tues 24th January 2023** |  |