**MINUTES**

**Unity in Sound Community Choir**

**Date: Tuesday 14th March 2023 at 19.30pm Location – Jane’s**

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

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| **Apologies: Karen, Gail, Lesley.**  | **Actioned by** |
| 1. **Previous Minutes:**

24th January 2023 Minutes approved & signed by Chair. | **Megan** |
| 1. **Matters Arising from previous minutes**

Easter holiday dates 6th and 13th April - no choir. Container for sheet music given to Gail. Ipple-Tipple change of decision – we will be appearing.  | **Megan** |
| 1. **MD Update- Leah**

See Item 4 |  |
| 1. **Events Update – Leah**

**Coronation Gig** – Decision agreed that we will not perform at the King’s Coronation in May as we have not got enough numbers to perform at strength. Rumour is that we have already been announced on the programme. Karen to contact Mike – the Organiser to turn the offer down. **Charity Gig – 9th June** – Posters for advertising are complete. Laminated and unlaminated copies available. Posters to be erected at Broadhempston, Denbury, Hele.Ticket Source for 150 tickets set up online. Lesley will keep track of account. Cost of advertising gig in village magazine already paid - all profits will go to charity.Donation to church agreed at £75-£100 Church Hall to be cancelled for 1st & 8th June as we will be rehearsing in Church. Heating in church possible at a cost. Payment for Simon the sound engineer – approx. £50-75Logos – Karen to ensure Rowcroft & Devon Air Ambulance logos displayed.Megan to liaise with both charities to acquire advertising leaflets etc., and to ask them to put up our event posters in their shops. Team required to collect risers from storage and erect risers in the church. Set up at about 2pm. M**embers to be asked for help at next rehearsal. BATS to be asked.**Clive, the Church Warden will organise teas & coffees. Choir Members to be asked to bake cakes. Hampers required for raffle with a theme - i.e., Alcohol hamper, Italian hamper, Beauty hamper, Cinema hamper plus a few additional prizes**.** Jane & Kathy to collate hampers, Wendy to help with wrapping.Previous Choir Members to be asked help with the gig on the door, selling tickets, serving drinks etc. Ask Bats, Claire Stentiford, June Coombe, Sara Burton. **Social Media**Ticket Source now active. Local edition of the Advertiser will carry poster advertising gig.Share on Spotted Ipplepen, Denbury group, Facebook, Ogwell group,Abbotskerswell. Ask members to promote within their social groups. **Future Events**: **The Hub** - Sing out sheet required for sign up. Date agreed on Thursday 6th July (rehearsal night) – The Hub to advertise event. **IppleTipple** - performance agreed and barrier will be erected to protect us from passers-by on their way to the beer tent.**Teignmouth** gig – suggest that we perform every 2nd year.  | **Leah****Karen****Lesley****Karen****Megan****Megan/Leah****Megan/Leah****Kathy/Jane****Wendy** |
| 1. **Finance**

 Funds held -£12,531.84p as at 14/3/23 | **Lesley** |
| 1. **Press/Advertising Update**

Discussed in item 4 above | **Kathy** |
| 1. **Social Media Update.**

Discussed in item 4 above | **Karen** |
| 1. **Any Other Business**

Covid windows – there is no current compliance or guidance required for ventilation.Equipment needs to be moved from shed 6 to shed 9 by end of March – announce at rehearsals for volunteers. Shelagh to organise.Shelagh asked about responsibility for actions for gigs. Suggestion that spreadsheet be produced with a list of actions to avoid duplication of roles & ensure cohesion – Chair & MD will ensure division of roles. No need for spreadsheet.SOS What3Words – emergency services would be directed to exact position if any emergency cropped up - the 3 words are ACOUSTICS, ACCENT, ADMIT. Produce a laminated copy to bring to choir weekly. Buddy file of music for last minute attendees – Susan in Sops 1, Dawn in Sops 2, Ruth in Altos, Kathy in Bases. Consider a Sop2 who attends more consistently to bring music – Jane carries a spare copy. Festival of Flowers in Denbury – Jane has received request to advertise in the Denbury diary -No thank you.Website help – Ben our website organiser is now fully employed and is short of time please ask for volunteer to help with website.Bridget announced that she has resigned as Church Warden but will still be our liaison between choir and church. Social event to be held last week before Easter. Meeting ended 9.10pm.  | **Leah/Megan/Shelagh****Not assigned****Jane****Jane****Megan** |
|  **Date of Next meeting: Tues 25th April2023**  |  |

**Signed by …………………………………………..**

**Date: …………………………………………………**