



Whitehall Choir Committee Action Points



Meeting held on 15 September 2011 at COI at 6.15pm

Present: Jonathan Williams (Chair) Paul Spicer (Music Director) Patrick Houghton (Treasurer), Liz Walton (Secretary), Rose Chandler (Librarian), Ruth Eastman (Publicity), Laurie Grace (Librarian), Richard Grafen (Webmaster), Kate Goulden (Soprano Rep), Katherine Herzberg (Ticket Management) Martin Humphreys (Publicity), Penny Prior (Ticket Management), Malcolm Todd (Bass Rep), Alison Williams (Alto Rep)

Apologies: Ben Nichols (Tenor Rep)

Agenda Item	Discussion	Action
Introductions	The Chair welcomed the new Committee and asked them to introduce themselves and their role on the Committee (see above)	
Budget for current season	PH circulated general and concert budgets which indicated a strong £2000 surplus from last season. However he stressed that care should be exercised in committing expenditure through the year given that prices are rising and the first concert at St Albans might prove a difficult one to attract an audience to. Ticket income was based on that achieved at Holy Trinity last season but it was felt that venue was easier to sell.	
Come and Sing October 2011	<p>a) Tickets: KH reported low sales of on-line tickets (30 in total, of which only 10 were to choir members). It was agreed that a chase-up email should be circulated by part reps to all members encouraging them to register and pay on-line. If anyone felt unable to pay this way they should be directed to Katherine.</p> <p>b) Arrangements for day: a box and stand was needed for the conductor and a float for ticket sales and music deposits. Volunteers were needed for catering and setting up/rearranging church at the end of the day.</p>	<p>KH to draft note for part reps to circulate</p> <p>JW to seek volunteers for each task at next rehearsal</p>
Programme and venue for summer concert 2012	PS's recommendation of Rossini's Petite Messe Solennelle was agreed as a good choice for the choir and required a suitably modest accompaniment. LW had looked at three venue options available on suitable dates: the Banqueting House (BH), St James Picadilly and St Peters Eaton Square. It was felt that on balance the choir should give the BH a rest for a year but a provisional interest expressed to the Royal Palaces for the choir to return in summer 2013. St James's was relatively expensive and suffered from external traffic noise. It was decided therefore to pursue St Peters and arrange for PS and others to visit as soon as possible to assess its suitability.	LW to contact BH re the possibility of 2013 and pursue a visit to St Peters
St Albans November concert	LW explained that there was still only a provisional booking for the church and it might be possible to fix an alternative venue. In spite of the need to hire an organ and the location not being ideal it was agreed however that the concert should go ahead at St Albans but great efforts would be	LW to confirm booking and visit church with PH

	necessary to sell tickets. It was agreed that wine should be sold in the interval. Ticket price should be £15. RE presented alternative designs for the flyer and programme cover and one was agreed. Publicity should focus on Early music enthusiasts and local business and academic interests.	PH to order and manage wine sales PP/KH to arrange ticket printing RE to pursue leaflet printing with RG MH/RS to arrange local and press publicity
Management of on-line inquiries and sales	It was agreed that KH, RG, MT and PH should set up new arrangements for on-line payments through pay pal. RE agreed to be point of contact for redirecting new member inquiries on-line to part reps.	KH, RG, RE, MT and PH to agree arrangements asap
Christmas Concert	The church was booked for 13 December. PS agreed to prepare a programme as early as possible so that music could be organised. It was recognised that the new organ might not be available in time in which case the piano would suffice.	PS to prepare programme as soon as possible to pass to librarians
Auditions	Auditions for existing members would be held in St Stephens on Saturday 7 January. The church was already booked. It was agreed that anyone who failed the audition would be able to stay for the rest of the year but would not be eligible for a rebate for subscriptions already paid for the rest of the year, should they decide to leave immediately	KG to take lead on arrangements
Future concert programme	PS circulated suggestions for future concerts as follows: November 2013: venue to be decided: possibly St Peters, St Pauls Knightsbridge or elsewhere Kodaly Missa Brevis Elgar The Spirit of the Lord and Give Unto the Lord Patrick Gowers Viri Galilaei Howells A sequence for St Michael Easter 2013: St Johns Smith Square Bach St John Passion or B Minor Mass Summer 2013: Banqueting House Brahms and Schubert (Paul to reconsider balance as some suggestions performed in BH in last few years) November 2013 : St Pauls Knightsbridge Britten: centennial programme: possibly St Nicholas and/or Cantata Misericordium and The company of Heaven The Committee agreed this was a good basis for forward planning	LW to explore venues asap
Workshop	It was agreed that there should be a Saturday workshop, preferably at St Mary le Bow on either 12th or 19th May 2012, along the lines of the last one held there a few years ago, including a meal in the evening in the crypt.	W to contact church re costs and availability.
Committee Dates	The next Committee meeting would be on 1 December. Subsequent dates to be circulated for agreement	LW to circulate dates
AOB	RC informed the Committee that she and Sam Foley would take over management of the Friends from Moira	RC and SF to pursue asap