



## Whitehall Choir Committee Action Points

### Meeting held on 23 January 2012 at COI at 6.30 pm

**Present:** Jonathan Williams (Chair), Patrick Haighton (Treasurer), Liz Walton (Secretary), Rose Chandler (Librarian), Ruth Eastman (Publicity), 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), Ben Nichols (Tenor Rep)

**Apologies:** Rachel Nixon (Publicity and programmes) Laurie Grace (Librarian) Paul Spicer

Agenda Item	Discussion	Action
<b>Minutes of last meeting</b>	Agreed	
<b>Review of Christmas Concert</b>	This had proved a successful evening. There was a slight increase in the numbers attending compared with 2010. In addition a number of choir CDs were sold. It was agreed that new members should be alerted to the choir's CDs once they had passed their audition	<b>MH</b> to alert new members to CDs once they had been auditioned
<b>Update on budget</b>	PH presented an update of the budget, which excludes the Brahms day, and explained it is broadly on course with the original budget for the season. <ul style="list-style-type: none"><li>⤴ There were still a few outstanding queries about the cost of the St Martin in the Fields concert.</li><li>⤴ LW also asked that the cost of the July workshop be fed in. This was likely to be around £250.</li><li>⤴ There had been a smaller number of Hyperion discs bought but a small profit of £93 had been achieved. It was agreed that in spite of the fall in take-up the scheme should be run in 2012.</li><li>⤴ All existing members' subs were paid. Immediately following results of new member auditions PH will let part reps have an application form customised for two third of year payments</li><li>⤴ PH suggested that to ease administration and get details settled more rapidly, those paying by direct debit should be asked for details immediately following each year's AGM rather than waiting until the beginning of the Autumn term. It was agreed he should proceed as suggested.</li></ul>	<b>PH</b> to pursue  <b>JW</b> to inform Ian Williamson  <b>PH</b> to take forward  <b>PH</b> to prepare revised direct debit arrangements
<b>Auditions</b>	Paul had completed existing member auditions and prepared emails to send out to each member. There were likely to be a very small number he felt did not come up to choir standards. The Committee were anxious that members should be informed as soon as possible.	<b>JW</b> to ask Paul to send responses out to existing members ASAP
<b>Mozart Requiem St Martin in the Fields 9 March</b>	LW agreed to collate numbers and would circulate part reps asking for response from existing members. As numbers could be limited it should be made clear to new members that they could not automatically sing in the concert, and that they had to know the piece and have sung it recently. RC said she had 50 copies of the old edition Novello for hire. Robin would accompany the two additional rehearsals for the concert. St Stephens was booked for the extra rehearsals.	<b>LW</b> to urgently request numbers from part reps and collate response and prepare final lists of those signed up to sing
<b>Israel in Egypt SJSS 23 March</b>	PH had visited SJSS and discovered that all the management staff the choir had dealt with recently were leaving in February. Paul Davies' post of general manager was currently being advertised.	

	<p>RE was commended for the design of the draft flyer and it was agreed that the reference to Friends and Patrons should be dropped.</p> <p>KH/PP raised the question of whether there would be any concessions. It was agreed that as there had been a slight increase in seat prices concessions should be offered of £1.50.</p> <p>PH had told SJSS that we wanted the restaurant open and the latest diary included this. LW agreed to check given she had made an error on the contract.</p> <p>Although the choir was pencilled in the SJSS diary for the Bach B Minor mass on 28 March 2013 LW agreed to get written confirmation from Paul Davies before he left.</p>	<p><b>RE/MH</b> to revise and arrange flyer printing</p> <p><b>KH</b> to liaise with box office</p> <p><b>LW</b> to contact Restaurant</p> <p><b>LW</b> to contact SJSS to get confirmation</p>
<b>Brahms Workshop 12 May</b>	<p>JW had produced a useful mock up flyer for the day which needed to be finalised and circulated as early as possible. It was agreed that although Paul Spicer would be unable to conduct the evening performance he should be asked to lead the morning choir workshop. LW agreed to investigate using St Johns Waterloo which was seen as possibly a more attractive venue for visitors. Some concern was expressed that it was a long day and the programme should be revisited to consider finishing earlier, especially if St Sepulchres was the location as little is open in the City on a Saturday. JW, PH and LW to urgently discuss with David Rawlins outline costs in detail and assess potential risks for choir. In particular the choir should aim not to underwrite the orchestra costs but focus on specific choir costs such as the soloists. They would also discuss details venue and timing through the day. Part reps were asked to get figures of people definitely interested in attending</p>	<p><b>JW</b> to confirm with PS</p> <p><b>LW</b> to pursue</p> <p><b>JW</b> to fix date to meet DR</p> <p><b>Part reps</b> to report back to JW</p>
<b>Committee Dates</b>	<p>Dates for future committee meetings were set as follows: 19 March at COI, 30 April, 18 June at a venue yet to be found. LW would prepare an updated calendar for posting on the website.</p>	<p><b>LW</b> to forward update to <b>RG</b> to post on website</p>
<b>AOB</b>	<p>MT reminded the committee that 2013 was the Britten centenary and perhaps the autumn concert should reflect this. It was pointed out that the programme already agreed for Summer 2013 included some Britten pieces.</p> <p>JW asked whether the committee were aware that the choir subscribed to Making Music. The sub had been increased and he was concerned that the choir was getting value for money. Because of the benefits the subscription provided, such as a limited insurance cover for concerts, on balance it was considered worth remaining members.</p>	