

Whitehall Choir  
Minutes of the meeting held on  
31 May 2017 at 1830 hours  
St Peter's Eaton Square

**Present:** Joanna Tomlinson (Assistant Music Director), Jonathan Williams (Chair), Patrick Houghton (Treasurer), Mark Graver (Librarian), Martin Humphreys (Publicity Manager), Philip Pratley (Tenor Rep), Daniel Lambauer (Bass Rep) Kate Goulden (Soprano Rep)  
**Apologies:** Paul Spicer (Music Director), Ruth Eastman (Secretary), Julie Dyg (Alto Rep), Penny Prior (Business Manager), Richard Grafen (Webmaster)

Agenda Item	Discussion	Action
Minutes of last meeting: matters arising not on Agenda	<p>i) PH had not yet spoken to Deb Dowdall about progress she was making with the application to the Lottery Fund.</p> <p>ii) PH was already circulating details of future events to all name on the email database and choir members. Consideration was given to using Eventbrite for selling tickets: one account for choir members and one for outside audience.</p> <p>iii) Expressions of interest received in roles of <u>Alto Rep</u> and <u>Librarian</u>, the latter conditional on help with transport (and admin). Options to take forward included using a taxi, having music delivered to a central London location (office, library or even St Peter's if they could accept – PH to check) or, as a last resort, members sourcing their own music. However central co-ordination remained essential for conductor, accompanist and new members so it was preferable to have a Librarian or "Music Co-ordinator". No interest yet in <u>Business Manager</u> role. The role should remain, but in encouraging members to volunteer JW would stress that we are looking at new ways of delivering the role. PH would, in future, ask on membership forms whether people were interested in contributing (even in a small way) to the running of the choir. Thanks to other committee members who were willing to stand again.</p> <p>iv) With Penny Prior and Ken Holmes standing down as Trustees of the Jubilee Fund two new Trustees were needed. MG was willing to be considered (once he was no longer Librarian). Other names were suggested: no need to be a current member of the choir.</p>	<p>PH</p> <p>PH</p> <p>JW PH (All)</p>
Finances: PH	<p>PH reported that the choir's finances and bank balance were in decline even assuming a reasonable audience for the summer concert. Extra events this year (as well as concerts) had all made a loss, but should not. He did not propose increasing subs as WHC would then not prove competitive, but revenue from concerts remained critical. Recruitment and the choir's confidence clearly played a part in this.</p> <p>Given that membership seemed likely to fall (initially we hope!) at the beginning of next season, we would need to plan the year carefully. PH asked part reps to confirm which members were expected to return in the autumn.</p> <p>While we aimed to maintain the Jubilee Fund at £25K, it had proved necessary to pause repayment of the loan for the last CD. But the JF was there for the choir in times of need so PH expected Trustees to be supportive in the case of any further targeted requests.</p>	<p>Part Reps</p> <p>PH</p>

Summer concert, Thursday 6 July 2017 St Peter's Eaton Square 2017	Flyers to be emailed out to old members. Flyers and programme would include a message on recruitment. Programme should also have a message from Jo. There would be no interval but the audience would be invited to stay for a drink and finger food. Choir members would be asked for a contribution to fund this. Speeches/words expected from JW, Paul(!) and – briefly – Jo.	JW
Autumn concert, Friday 17 November St John's Smith Square	Handel's <i>Joshua</i> . PH to follow up on information / contract with SJSS. We were already in the concert diary but an early flyer would allow us to maximise advertising. Jo working on soloists.	H JW JT
Open rehearsal, Tuesday 12 September 2017	To go ahead with existing members urged to bring friends. Material would be a couple of choruses from <i>Joshua</i> (photocopied as we would have hire music for choir members). A note to follow from JW.	JW
Christmas concert, Tuesday 19 December 2017	St Peter's Eaton Square booked for 19 December. The format would be with readings (not solos) – possibly from a 'famous friends'. Music to be sourced from 100CC, Noel and music in Librarian's loft (list to be supplied to JT).	JW MG JT
Spring concert, Thursday 22 March 2018	Brahms <i>Requiem</i> . Venue booked. Ian Tindale and Michael Higgins. PH to confirm Michael's availability. JT to source soloists and confirm rest of programme.	PH JT
Summer concert, American Music	To be held at St Peter's Eaton Square. Exact programme to be confirmed given cost of percussion and harp for Bernstein <i>Chichester Psalms</i> . MG to confirm whether/what US music the choir already owns from the last US concert.	JT MG
Website development, choir branding, recruitment	JT suggested the choir would benefit from a new look to the website to attract a younger demographic, retaining the WHC brand/name but making clearer what this meant. Initial changes needed to be made sooner rather than later in order to feed in to recruitment over the summer – while keeping costs to a minimum. We needed to research costs (PH) and prepare a briefing format to put to the chosen web designer (Jo's brother?) – possibly with input from choir members. MH agreed to prepare a first draft.	PH MH
Choir voice check, Saturday 23 September 2017	JT was clear that this was a chance to get to know individuals and their voices, checking that they were singing the right part, their ranges and qualities. Where there were concerns she would ask to hear individuals again in months but this was NOT a weeding exercise. New members would go through the usual audition procedure.	
AGM, Tuesday 11 July 2017	Both PS and JT would attend. Paul would give the conductor's report but Jo would be asked to talk about her work with the committee so far.	
Committee dates	TBC but 18 September and 6 November already pencilled in.	JW/RE
AOB	The choir's President was now Permanent Secretary of DIT. He should be invited to the concert but, as the Board of Trade still existed our links should be reviewed.  Permission had not yet been sought for the choir to trial using church crockery and dishwasher rather than paper cups. RE to be asked to seek this.	JW  RE

The meeting ended at 2045 hours.