

Minutes to SCUNA/NCO Meeting

10 April- Start at 6:30pm

1. Joint rehearsals
 - a. In all of the following, SCUNA and soloists will practise first so that the soloists can leave.
 - b. Melville Hall—7th May 2007 (SCUNA and NCO) for 7:30 pm. Will need to book.
 - c. CGGS—Wednesday, 16th May 2007 (SCUNA and NCO and soloists—first). Dress rehearsal. Jesse to confirm booking with NCO. No rises will be available.
 - d. CGGS—Sunday, 20th May 2007. 10:00.
 - e. NCO to use Melville Hall for the 14th May alone. Jesse to ensure this is booked and that some people are there to let them in.
2. Posters and Flyers:
 - a. [NCO Concert manager] runs a partly-owned printing company for which he gets free printing. Thus, printing and flyers and programmes (in double-sided A4 format) and posters *etc.* will be free. These will need to be in black-and-white only.
 - b. Publicity officers are to liaise so that posters can be written.
 - c. Jonathan to do programme notes and media release.
3. Soloists confirmed:
 - a. Catriona Devere (sop)
 - b. Christina Wilson (Mezzo soprano)
 - c. Greg Wallace (tenor)
 - d. Tom Millhouse (bass)
 - e. –To sing for ABC radio the Sunday before (or the second Sunday before)? It would be good publicity. Jesse and Alan to encourage them to attend.
 - f. Soloists are needed from 7:30 pm on the Wednesday for the dress rehearsal. They will also be required to attend the Sunday morning rehearsal.
 - g. Jesse is responsible for keeping the soloists informed, happy, and sufficient scored-up.
4. Flyer and poster design:
 - a. Needs to be confirmed by end of this week. Make sure Phillip can organise for our flyers to be placed in the CSO concerts next wed-thurs (18th-19th Apr). Maria to confirm this set-up by liaising with NCO publicity.
5. Front-of-house
 - a. Maddy will organize front-of-house duties (2-4 people). He will need to liaise with NCO. Confirm by 20 May.
6. Advertisements:
 - a. SCUNA will cover all costs of advertisements in the Canberra Times (usually \$800) in exchange for free printing.
 - b. Steven Strach to e-mail Hoffman from Canberra Times. NCO Publicity Officer to arrange Canberra Times article and picture. Allan to find out whether *Rio Grande* has been performed before (in Canberra) and what is his relationship to Lambert (for that extra spice!).

7. Recording
 - a. Adrian to contact Annabel Wheeler from Artsound FM to organize broadcasting of previous concert before 20 May.
 - b. Jonathan to get in touch with Philip about activities with other radio stations (e.g. ABC local radio).
8. Music:
 - a. Lachlan to confirm date of arrival of *Rio Grande* orchestral scores. Also, he should check as to whether there are any licensing restrictions on this piece.
 - b. After the concert, use staff area for after party
 - c. 12 bottles of wine to be brought by SCUNA Executive. Other members to be encouraged to bring drinks and food.
 - d. NCO will arrange for all instruments. SCUNA does not need to hire them. Jesse to get in touch with Jemma from the orchestra to possibly help out NCO in Beethoven's 9th percussion.
 - e. Programme Order: Lambert – Haydn [interval: 20-30 mins] – Beethoven.
9. Staging arrangements:
 - a. There is sufficient lighting in the hall.
 - b. Rises will still be there from the previous night's choir concert. It will hold 75 people. The rest will have to stand on the sides.
 - c. Choir will walk on between the 3rd and 4th movements.
 - d. Dress Code: conservative, all black (green and purple accessories)
10. Ticketing:
 - a. Smith Family donation of 100 seats.
 - b. SCUNA to give 40 free tickets to appropriate ANU people (orchestra members; maybe dignitaries).
 - c. Tea and Coffee during interval. William to liaise with [insert appropriate NCO member here]. Adrian to approve Krispy Kreme charity sales with Andrew's mum.
 - d. Ticket prices: \$20 for adults, NOTE: unfortunately not all pricing confirmed in meeting- *Maria please get in contact with NCO publicity about this- Adrian suggests Adults \$20, Concession \$15, whatever kids deals they want is fine.
 - e. Ticket sales: To be made by SCUNA and NCO without any ticketing organisation- tickets are to be evenly distributed among NCO and SCUNA with ticket money kept separate then combined at the end of the 20 May concert.
 - f. All profits and costs aside from Canberra Times ads and cost of soloists will be split 50/50 between SCUNA and NCO.
11. Next meeting? Joint committee meeting only required again if things seem generally unorganised. For SCUNA, next meeting 6:15pm in Pajenka's wed 18th Apr.

Meeting closed: 7:25pm