

# SCUNA Full Committee Meeting

1/6 Tauss Place, Bruce.  
Monday, 2 February, 2009

## Draft Minutes

**Present:** Petra (chair), Helen, Fiona, Sue, Sandie, Cody.

**Apologies:** Luke, Nat, Hannah, Charissa.

*The meeting opened at 5: 55 p.m.*

### 1. Confirmation of minutes from previous meeting

Deferred.

### 2. Orientation Week arrangements

It was confirmed that SCUNA will have stalls at International Students' Day, 12 Feb, and O-Week Market Day, 16 Feb. The stalls have been booked (thanks expressed to Sue & Nat). Contents and responsibility for the goodies bag were discussed. Sue reported she had many orchestra volunteers to man the stall. (**Action: Petra** to call for choir volunteers in the next newsletter). Petra & Nat have both written blurbs for *Woroni* (**Action: Petra & Nat** to discuss).

It was agreed that:

- **Nat and Sandie** will co-ordinate re goodie bag content
- the bag will include the mini-songbook Sandie has developed (thanks expressed to Sandie);
- **Nat and Sandie** will prepare and organise distribution of publicity materials (posters and flyers) and information sheets
- newsletter will call for volunteers to help with posters and on 16 Feb. (**Action: Petra**)
- **Sandie** will ask **Jonathan** for suggestions re goodies bag
- **Sandie** will organise all printing.

### 3. Membership forms and cards

It was agreed that:

- the phrase "ANU Choral Society" will be omitted from forms and cards and the logo alone would be used as a temporary measure until a new name incorporating the orchestra is found for the Society
- membership categories will be "ANU student", "concession" (non-ANU student; non-waged) and "non-concession"
- the fee structure will:
  - be based on either a full year or one semester period
  - allow a discount for ANU students who sign up on Market Day (?? or in O-week?)
  - consist of the following amounts (to follow)
  - adopt the attached format (to follow)
- **Sandie** will arrange for 150 forms and 300 sage green cards to be printed by 11 Feb. and given to Nat
- electronic copies of membership forms will be sent to existing members (**Action: Petra**) and placed on the website (**Action: Cody**).

### 4. First & second rehearsals (18 & 25 Feb.)

#### 4.1 Pizza Night

It was agreed that:

- the free pizza night will be at the second rehearsal (25 Feb.)
- pizzas will be available in the MC foyer; the orchestra will come across from the Music School

**Action:**

- **Cody** to get quotes and approval to purchase from Na
- **Sandie** to purchase and bring soft drinks
- **Sue** to notify orchestra members.

**4.2 Brahms scores:** Sandie ordered these but has been told they may not arrive in time for the first rehearsal; they will definitely be there for the second rehearsal.

**Action:** **Sandie** to check with Jonathan if he intends to rehearse the Brahms at the first rehearsal and if so, to arrange photocopies of required extracts.

### 4.3 Signing up.

It was agreed that:

- signing up will open at 6 p.m. and close in time for the rehearsals to start promptly at 7 p.m.
- procedures for signing up would include:
  - a separate, help-yourself table for membership forms
  - signing-up to take place at the concession stand outside MC2
  - two lines for signing up
  - 2 x 2 people at signing up stations (**Cody & Hannah?** to check off “office use” section; Petra and Fiona to take fees—**pls check if this is right**)
  - if possible Nat to have a roaming brief to oversee money issues
  - committee members and other volunteers to patrol lines and check forms are correct before people reach the sign-up station (**Charissa?** and 1 volunteer?)
  - newsletter would call for volunteers to assist with signing up (**Action: Petra**)
  - **Helen** to keep list of volunteers.
- the full SCUNA song book will be available for sale at the first rehearsal (**Action: Petra & Sandie** to ensure sufficient copies are available);
- first time members will be given free copies of the mini-songbook that is also in the goodie bag; page numbers in the mini book correspond to page numbers in the full book (**Action: Sandie**)
- the newsletter will remind returning members to bring songbooks (**Action: Petra**)

### 4.4 Rehearsal venues (I’ve lost the plot here; can someone remind me please?)

## 5. Conducting schedule

It was agreed that, given that rehearsals will be on the same night, it was important to clarify well in advance the schedule for conducting the choir and orchestra. This was particularly important for the first two rehearsals. (**Action: Petra, Sue, Jonathan**).

## 6. Kick Off Concert (20 March, 12:30-1:30, University House Great Hall)

The cost of hire the Hall was approved (\$400).

It was confirmed that all SCUNA members would be invited to participate.

Tasks:

- check riser requirements (one set?) (**Action: Fiona** to confirm with Jonathan)
- decide on printed program in consultation with Jonathan (**Action: Fiona & Sue**)
- find two people for front-of-house duties (**Action: Fiona, Sue & Petra through newsletter**).

## 7. Other performances and events

### 7.1 Zadok the Priest (4th March, 5:30 p.m. Law Quadrangle)

It was proposed that the combined orchestra-choir rehearsal be at 2 p.m. on Sunday, 1st March, in the Music School subject to confirmation by Jonathan (*Action: Petra, Jonathan, Sue & Luke*).

**7.2 Brahms Concert with NC, 24 May?** (meeting Monday 9 Feb. 6:45 p.m. Ainslie Arts Centre; SCUNA representatives: Jonathan, Petra, Fiona)

**7.3 First orchestra concert** (Sunday 19 May: draft proposals for the program ready for consultation between Luke and Jonathan)

**7.4 National Folk Festival (9-13 April)**

- organiser(s): **did we agree on anyone?**
- program to be discussed with Jonathan
- *Sue* to check if orchestra members interested.

(*Action: Petra, Fiona & Sue* to consult with *Jonathan*).

**7.5 SCA Freshers' dinner (7 March):** it was agreed not to participate in this event because of the number of other commitments SCUNA has taken on around this time; however, the possibility of cooperation later in the year should be left open.

**7.6 Beethoven 9th Symphony** (Sydney Opera House)

It was agreed that members should be encouraged to participate in this event but that it would not be officially sponsored by SCUNA. SCUNA would not be able to fund anyone.

SCUNA's performance commitments would allow some rehearsals if Jonathan is agreeable. (*Action: Petra* to consult with Jonathan).

**7.7 AISA:** **Petra can you fill this in pls?**

**7.8 Camp** (Weeks 5/6, probably?? 28-29 March): Petra will go with Hannah to inspect the **Canberra Carousel Motel (?) and ?** on Thursday 12 Feb.

## 8. Assistant Treasurer Position

It was agreed that this position was now necessary because of the combined choir and orchestra rehearsal times and that it should be created as a non-Executive position. (*Action: Petra* to advertise urgently in newsletters).

## 9. Membership lists

It was agreed that Sue would develop an orchestra membership list to pass on to Helen.

## 10. SCUNA Website & Gmail account

It was agreed that

- *Cody* would develop proposals for revising the website and possibly improving the g-mail arrangements
- SCUNA members would be asked for ideas and comments (*Action: Petra* through the newsletter)

## 11. Re-affiliation with ANU SA: **has this been done?**

## 12. Deferred Items

- Competition for new name for the Society
- Role descriptions and duty statements for committee members
- SCUNA Constitution
- Library audit.

## 13. Dates for next meetings:

Full committee: Friday, 13 Feb. NB: now changed to Wed. 11 Feb, 5:30 p.m. at 1/6 Tauss Place, Bruce. Concert sub-committee: Monday, 9 Feb., School of Music.

*The meeting closed at 8:30 pm.*