

SCUNA
Full Committee Meeting

Sizzle Bento Café
25 March, 2009
6-6:45 pm

Draft Minutes

1. Attendance and Apologies

Present: Petra, Nat, Sandie, Caitlin, Helen, Fiona (from approx. 6:30).

Apologies: Hannah, Charissa, Cody, Sue, Susannah.

2. Camp (28-29 March)

Rooms: rooms for choir and sectionals will be in Manning Clark; School of Music room for orchestra now appears to be in order.

Conductors: Matt will take the choir on Saturday, except from 12-2. Jonathan will take the choir on Sunday.

Organisation: Petra will not be available until 2 on Saturday. Helen and Sandie will take organisational responsibility until Petra arrives.

Keyboards: SCUNA has one key board. Petra will ask choir members to supplement this for sectionals.

Program: confirmed as per Petra's notice to SCUNA members.

Morning and afternoon refreshments: Sandie will buy supplies; some left from the Kick-Off BBQ can be used.

Lunch: Paula Simcocks (choir member) will organise sausages. Choir and orchestra will lunch together.

Evening: rehearsals will end at 4:30; people can then go to Helene's if they wish; pub crawl begins at 8pm.

It was noted that, given that the Camp Officer was unable to attend this meeting, final notes on camp arrangements would have been helpful. It was also agreed that a detailed check list for Camp Officers should be prepared.

Action: *Constitution Committee in consultation with Camp Officer and committee.*

5. Budgets for semester 1 concerts

Brahms: the budget for this concert cannot be finalised until soloists have been agreed on. Other key items are: hire of Llewellyn Hall, extra front of house charges, archival recording. It was noted that LH charges will not have to be paid until after the concert.

Action: *Fiona to consult with Nat; Nat to present budget to the ctte (will prepare everything except soloist costs by this Friday).*

Orchestra concert: details are still being finalised between Sue and Nat and hopefully finalised by this weekend. It is anticipated that total costs will be in the order of \$1300-1400.

Action: *Nat & Sue.*

Overall, the SCUNA account stands at approx. \$8, 500 in credit. It was noted that this credit balance should not fall below approx. \$4000.

5. Publicity for upcoming concerts

Brahms: SCUNA is responsible for poster design; draft posters for the Brahms concert were approved on a committee vote (5 in favour; 1 opposed); the draft poster for the Schubert was approved w/out a vote. A detailed report on proposed publicity for both the Brahms was presented and

agreed on. It was agreed that this would be electronically distributed to the committee for further suggestions.

Action: Caitlin.

It was agreed that Petra would ask choir members if they had any contacts or further ideas for publicity.

The committee thanked the new publicity officers for their enthusiasm and willingness to take on this role and for the work they had done at short notice towards the Kick-Off concert. It was agreed that a checklist should be prepared to assist Publicity Officers in the future.

Action: Constitution Committee in consultation with Publicity Officers and the committee.

6. Liaison with NCO for Brahms concert

SCUNA concert manager's responsibilities: Fiona will organise choir-specific issues (walk-on/off incl. rehearsal; dress code, folders & folder etiquette); will liaise with Yu-Lan and pass information to Petra. Given that the relatively light duties for the combined concert, Fiona's offer to prepare the program was gratefully received.

7. Review of Kick-Off Concert

Deferred.

8. Upcoming meeting to plan program for remainder of the year

Will take place on this Friday, 27 March; meeting to consist of Jonathan, Luke, Alan, Petra & Helen.

9. SCUNA Constitution

Action: Helen to arrange meetings.

10. Future meetings

Concert sub-committee: due next week but tba following meeting to plan program (see above item 8).

Full committee: 6pm Wednesday 8 April, Sizzle Bento Café.

The meeting closed at 7 p.m.