

**SCUNA Committee Meeting**  
**Manning Clark LT2**  
**Wednesday 6 October, 2010. 5:45 – 6:50 pm**  
**Draft Minutes**

**Present:** Helen (Pres.), Hanaho (VP), Julie C (Treasurer), Charis (Conman), Julie L (Puboff), Danielle (Assistant Puboff), Alex (Memsec), Andrew (Webmaster), Sandie (Campoff & Desktoppubs), Lola (Librarian), Liese (Sec).

**Apologies:** none

ITEM	ACTION	STATUS
<p><b><u>1. Minutes from 1 September meeting</u></b>            Approved.</p>	<p><b>Andrew</b> to post minutes in members' section on the SCUNA website.  <b>Helen</b> to notify members.</p>	<p>Pending            Pending</p>
<p><b><u>2. Treasurer's Report</u></b>            Julie Chater distributed latest semester 2 2010 budget.</p> <ul style="list-style-type: none"> <li>• <b>CD sales</b> – need to check records of money from sales.</li> <li>• The committee approved expenditure of \$990 for cost of audiovisual at concert if no alternative is found.</li> <li>• SCUNA teeshirts</li> </ul>	<p><b>Sandie</b> to check with Andrew and to let Julie C know.  <b>Charis</b> to follow up  <b>Andrew</b> to place orders.</p>	<p>Pending            In process            In process</p>
<p><b><u>3. October Concert</u></b></p> <ul style="list-style-type: none"> <li>• Helen suggested we include a contribution to give the perspective of a refugee experience. This may take the form of a brief (max 10 minute) speaker and/or a paragraph with or without photos in the program. The committee supports this initiative.</li> <li>• Sandie has black folders.</li> <li>• Concert program</li> <li>• Risers need to be ordered and transport found. (Are we picking up the risers on the Friday before the concert or the previous Friday so they're available for the dress rehearsal?)</li> <li>• Production of tickets</li> </ul>	<p><b>Helen</b> to seek an appropriate person to contribute.  <b>Sandie and Helen</b> to follow through with the program.  <b>Charis</b> to order risers. <b>Charis</b> or <b>Helen</b> to ask at rehearsal if any members have a suitable vehicle to collect the risers.  <b>Sandie</b> to design a draft and send to committee members.</p>	<p>In process            Pending            In process            Done</p>

<ul style="list-style-type: none"> <li>• Post concert party can't happen at the ANL due to cost. Alex suggested a venue in Kingston which provides free food if a minimum number guaranteed.</li> </ul>	<p><b>Alex</b> to follow up</p>	<p>pending</p>
<p><b>4. Publicity for October concert</b></p> <ul style="list-style-type: none"> <li>• The committee approved the draft press release.</li> <li>• The committee approved expenditure for an ad in the Canberra Times Panorama section.</li> <li>• <b>Radio:</b> <ul style="list-style-type: none"> <li>○ Artsound should be contacted asap;</li> <li>○ ABC666 is best contacted on the Saturday before the concert at 7am for a live advertisement in their What's On program.</li> </ul> </li> <li>• <b>Ron Banks:</b> contact asap re article in CT.</li> <li>• <b>Complimentary tickets:</b> should include NLA, Ruth Lee Martin and Alan Gould.</li> </ul> <p><b>Posters &amp; flyers:</b> ready for distribution</p>	<p><b>Julie &amp; Danielle</b> to action.</p> <p><b>Julie &amp; Danielle</b> to action.</p> <p><b>Julie &amp; Danielle</b> to action.</p> <p><b>Danielle</b> will distribute at rehearsal</p>	<p>In process</p> <p>In process</p> <p>In process</p> <p>done</p>
<p><b>5. Camp Officer's Report</b></p> <p>The Camp Officer reported that:</p> <ul style="list-style-type: none"> <li>• preparations were in hand for the camp on 4 October</li> <li>• she'd seek assistance on the day as required.</li> </ul>		
<p><b>6. Christmas Concerts</b></p> <ul style="list-style-type: none"> <li>• Helen reported that a meeting is planned with the Botanic Gardens for the concert on 4<sup>th</sup> December.</li> <li>• The committee discussed singing Christmas carols at the Canberra Hospital and nursing homes with <i>Rhythmias</i>.</li> </ul>	<p><b>Helen</b> to follow through.</p> <p><b>Sandie</b> and <b>Hanaho</b> to organise.</p>	<p>In process</p> <p>Pending</p>
<p><b>7. Next Committee Meeting</b></p> <p>Wed. 3 November at 5:30 pm in MCC LT2</p>		