

Birmingham Ladies Barbershop Harmony Club

Minutes of the committee meeting held on Thursday 11th January 2018 at 7.00pm
at 214 Chester Road North

Present:	Pearl Whiten	Chair	PW
	Sheila Kendrick	Vice Chair	SK
	Sue Breakwell	Treasurer	SB
	Elaine Mobsby	Membership Secretary	EM
	Midge Turner	Fund Raiser	MT
	GayeAnne Morgan	PRO	GM
	Rod Butcher	Musical Director	RB

John Eardley (JE) gave a short presentation about the new website which is still under construction. He asked what further items were required and we confirmed that we still wanted similar contents things to the Anvil website but with a more 'feminine' feel. It may be ready by the end of January 2018. JE requested more photos for the website. GM to provide. He will add links to LABBS, Dropbox etc and an on line area for buying tickets to events. PW will circulate a new policy entitled the papers "Website Rules and Responsibilities." to all members of the committee

Action

1. Apologies - SM

2. **Minutes** of the last meeting were proposed by SK, seconded by SB and agreed unanimously.

3. Matters Arising

- a) item g)ii Dress Committee report re new shoes is ongoing.
- b) a Music Team meeting is to be held on Wednesday 31st January 2018

PW

4. Correspondence

- a) Everyone in the chorus received an email of thanks from the Elmwood Church fund raiser for the victims of the hurricane in Dominica. They raised a grand total of £800.
- b) PW apologised for the oversight of not mentioning Mary Sippetts at the last meeting. Mary had reported the "Knitting for Charity" for the Norman Laud hospice raised £583. Thank you Mary for encouraging us to take part.
- c) Thanks were received from RAC and the Women's refuges for the shoeboxes of toiletries and toys collected at LABBS which was organised by Phil Mobsby
- d) Thanks were received from Lodge Hill Cemetery for taking part in their annual carol service.

5. Officer's Reports.

a) **Chairman's Report** - nil report

b) **Treasurer's Report** - see attached

- i) It was suggested that we "top up" our donation to the Elmwood Church fundraiser. MT suggested we add the money from our charity Christmas card collection - this was agreed.

c) **Membership Secretary Report** - nil report.

d) **PRO Report**

- i) A pop up banner has now been purchased. PW asked for clarity on who approved the layout and purchase. This was satisfactory but she reminded the committee that purchases should be approved by committee in most cases so that all aware of spend. GayeAnne was thanked for her work
- ii) interim business cards/postcards have been purchased – the logo needs to be discussed at Committee meeting before purchasing any more.
- iii) GM has received an email requesting that we sing at a wedding at Birmingham Cathedral. It was decided that more information is required before we can decide.

iv) GM is discussing with the Minister at Elmwood Church, an idea of SCS singing at a fundraising event for homeless people.

f) **Fund Raiser's Report** - nil report, but MT is looking into arranging a skittles evening possibly in May.

g) **Music Director's Report**

i) attendance at rehearsal discussed again, attendance will be important prior to Anvil's 40th anniversary show in March 2018. This will be discussed at the next Music team meeting

ii) RB mentioned that HB looked better on Monday 8-1-18, she had seen a second consultant and is hoping for a clearer diagnosis.

6. Plan/Review of the Charity's work

a) Proposed singing course to be discussed and actioned at the music team meeting.

b) Further Website development.

c) GM will continue to liaise with as many publicity outlets as she can. She will continue to try to get an article in the local papers but this is not always successful. GM was thanked for her work and efforts so far

d) DBS checks. PW will get all of the trustees DBS'd as a mark of good practice

e) SK has been developing a new Riser Handling sheet in her role as H&S Rep this is still under discussion and will be presented to the committee for ratification and then rolled out across the chorus. There is still a process to be agreed.

7. Communications - discussed previously

8. Following on from the AGM there was a discussion about whether or not under 16s should be accompanied by a parent or legal guardian when attending chorus rehearsals, shows and/or events. It was unanimously agreed that all under 16s visiting the Club should be accompanied by their parent or legal guardian. PW to add a paragraph stating this to the club rules.

9. Welcome Pack

a) SM had distributed an amended welcome pack prior to the meeting, which was discussed. It was agreed that it should be shorter but should include :-

- The music course handouts
- An introduction to the chorus sheet
- A copy of the information form that we use for LABBS membership, a copy of which should be kept for our files
- LABBS Gift Aid form
- Club Gift Aid form

It was decided that a welcome pack with rules and regulations should be developed and given out when new members actually join the club.

10. A.O.B

a) Flowers and a card for Brenda Griffiths' retirement will be given to her at the Christmas Party.

b) The Dress Committee will be looking at shoes/replacing fleeces/new stage dresses.

c) There was a brief discussion, initiated by GM, about attending LABBS convention or IABs convention. This will be discussed fully at the music committee meeting.

d) GM asked if she could have more information about Anvil's Anniversary show for 'drip feeding' to the press. She will speak to an Anvil contact

11. Date of next meeting - 22nd March 2018

PW closed the meeting at 9.30 p.m.