**COSTANZI CONSORT**

Minutes of Costanzi Consort Committee Meeting

Uphill

Sunday 1st October at 7pm

**Present:**

Martin Warren, *Chairman* (MW)

Kate Lewis, *Secretary* (KL)

Suzie Leech, *Publicity* (SL)

Adele Reynolds, *Committee Member* (AR)

1. **APOLOGIES**

None

1. **OUTSTANDING MATTERS ARISING FROM 25TH JUNE MEETING**

None

1. **LESSONS LEARNED FROM FIRST CONCERT**

The committee agreed that clearer instructions to those serving wine after the concert are needed to ensure the wine is serve more promptly and efficiently.

As it is a Christmas concert it was agreed to serve mulled wine and mince pies. AR offered to make mince pies and SL suggested storing it in the flasks bought for CC rehearsals. Katherine Hatch-Morelli and Moira Shapland could be approached to help with warming the wine if there is no oven in the kitchen at St Mary’s.

There had been feedback about the amount of music and gaps between pieces. It was decided that the addition of audience carols, a more well-known piece, having longer gaps between pieces, singing a piece from memory and more variation in the position of singers would improve this and also offer more variety for the audience.

1. **UPDATE ON MEMBERSHIP, AUDITIONS, PATRONS & FINANCE**

**Membership & auditions**

MW confirmed that we have two new tenors this term – Gui Rego and Max Klatt. PL has already auditioned Max and Gui will be auditioned at the end of this term’s first rehearsal.

Carole Mottram (sop) has decided not to join for the time being.

Joyce Rudall (alto) has also decided not to attend at the moment.

Jill Tolley (alto) is coming to rehearsal and have an audition on 9th October but knows there are no vacancies at the moment.

Harriet Potter and Bob Shapland will be singing this term. Kara Malton will not be singing for the foreseeable future after this term due to having her baby at the end of the year.

The total membership (including Gui Rego) stands at 25.

**Finance**

MW confirmed the current bank balance is £676.The committee agreed this was very positive, especially given the early days of the choir.

1. **HALF TERM CLASH OF 10TH FEBRUARY CONCERT**

Harriet Potter has realised she cannot make the February concert due to it being half term.

***ACTION****: a) MW to remind members of all 2018 dates and this clash at the first rehearsal.*

*b)**MW to phone Andy Hornet who does not use email to remind him of this term’s rehearsal dates.*

1. **ARRANGEMENTS FOR 9TH DECEMBER CONCERT**
   1. **POSTERS & FLYERS – PRINTING & DISTRUBUTION**

It was decided that the posters should be printed by the end of October: A6 -1000/ A5 -50/A4 - 50 / A2 – 2. SL suggested that more A6 flyers and less A4 posters are printed. KL offered to set up a database to keep track of places to distribute A4 posters.

***ACTION****: SL to arrange printing*

*KL to set up database of places to put up A4 posters*

* 1. **TICKET PRINTING & DISTRIBUTION**

It was agreed that tickets should be printed by the end of October.

***ACTION****: SL to arrange ticket printing*

* 1. **TEMPORARY EVENT NOTICE**

**Action***: AR to contact North Somerset Council for TEN*

* 1. **CHURCH BOOKING TIMES**

The church has been booked from 1.30pm to 9.30pm but the committee decided that, with the addition of an interval, more time would be needed to clear up.

***Action:*** *MW to ask church wardens to extend the booking to 10.30pm.*

* 1. **WRITING & PRINTING PROGRAMME**

SL said she would liaise with Peter Leech (PL) to write and print the programmes. It was suggested that PL ask Peter Holman (a CC Patron) to write something for the programme.

***Action****: SL (& PL) to write and print the programmes.*

*PL to contact Peter Holman.*

*MW to write Chairman’s welcome*

* 1. **LIGHTS**

MW and AR suggested the same lighting arrangements as the last concert – their uplighters and Simon Francis’ lights. SL suggested bringing the candelabras, tealights and lanterns used for the Harmonia Sacra Advent concert. She also offered to purchase more lanterns to light up the path into the church.

***Action****: SL to purchase lanterns*

* 1. **COLLECTING & RETURNING GLASSES**

KL offered to contact Winscombe Wines (WW) to discuss glass hire. MW suggested a local member could be asked to collect/return. It was suggested that Matthew & Kelli at WW could provide mulled wine, a hamper to raffle and have a pop-up stand. MW confirmed that there was enough wine left over from the last concert.

***Action:*** *KL to contact WW to discuss glass hire, mulled wine, raffle prizes & a stand.*

* 1. **FOH & WINE SERVERS**

AR said her mum had kindly offered to help out on FOH. Some extra helpers would be needed to serve wine, and clearer instructions would be given to make speed the process up.

* 1. **CONCERT BUDGET INC ADVERTISING**

***Action****: MW*

1. **WEBSITE UPDATE**

Nigel Oakley has sent audio clips from the last concert. The committee agreed to ask PL to choose a couple that can be added to the website.

***Action:*** *KL to liaise with PL and upload edited audio to the website*

MW flagged up some navigational issues with the members’ page.

***Action****: KL to correct*

1. **BECOMING A CHARITY?**

MW confirmed that it is likely that in 2018 the turnover of the CC bank account could be more than the limit for a free bank account. Beyond that limit the account would be a chargeable business account. If CC became a charity these fees could be avoided. The committee agreed that becoming a charity is a big discussion that should be had at a later date as there are clearly pros and cons involved.

***Action****: MW to talk to Tony Pitkin about charitable status.*

1. **AOB**

**2018 Repertoire**

PL has suggested the following for 2018 concerts:

**February**: ‘Salzburg before Amadeus”

**November**: “Music for the feast of St Cecilia”. This concert would feature Scarlatti’s *Missa Sancta Cecilia*. MW confirmed that by this time CC could hopefully afford an ensemble for this concert (approx £1000).

**2018 Bookmark**

The committee agreed a bookmark featuring all the concerts would be a good a marketing initiative and should be ready to distribute at the Christmas concert.

***Action****: KL to design bookmark*

**Newsletter**

KL said the last (summer) newsletter had been distributed at the end of July. The next edition (autumn) should therefore be sent out in November. It was agreed to include the following:

* Chairman’s welcome note
* Christmas concert details
* MD’s note
* 2018 dates
* Patron’s contribution (Peter Holman)
* ‘Meet a singer’ – AR suggested Clare Atyeo be approached to contribute

***Action****: KL to write/co-ordinate newsletter & approach Clare Atyeo for contribution*

1. **DATE OF NEXT MEETING**

December 2nd/3rd in Bristol