

**Meeting of the MRCO Committee
Monday 30th January, 2023**

Present:

Anna Chaudhri
Michael Copley
Daniel Wuestenberg
Vic Morris
Liz Huelin
Thure Etzold

1. Concert Planning

Michael told us that he has several works ready to be introduced to the Orchestra in advance of the concert on Saturday 3rd June. He is presenting the pieces one or two at a time and is confident that the MRCO will have a fresh programme to present in June.

Action: Michael to present a draft programme in early May (by Friday 12th May) so that a concert programme can be prepared.

We went through some items on the checklist:

- St John's Church is booked for Saturday 3rd June, both the Church and the Wilkinson Room 5 pm - 10 pm.
- Vic has checked the local concert programme and there are no clashes.
- Suggestions of local charities to support: ACT (Addenbrookes Charitable Trust) or a local homeless charity, eg Wintercomfort or Jimmy's Nightshelter.

Action: Rob Fairey has made a suggestion; Vic to check with him and Anna to present options to MRCO at a rehearsal soon. The charity Rob suggests may be good, as he has connections with it and it is important that the charity helps us to publicise the event.

- Anna will ask Beck Laxton to design a poster, if she is willing to do so; Beck does an excellent job and has put us in touch with a very good local printer. It is important that any format we suggest is easily printable from personal computers, to enhance publicity.

Action: Anna to ask Beck about the poster, with plenty of notice.

- Publicity; Liz has a good list of avenues of publicity and it is important that we get things advertised in good time.

Action: Liz to share her list of contacts and to start contacting them when the Committee decides to do so.

- Catering: it was felt that the catering was good at the last concert; the Committee also suggested that perhaps MRCO players should be asked to bring their own sandwiches etc. It was felt that we need to charge a bit more for the wine; £3 is perhaps a bit cheap these days for a glass of wine and should be raised to £4 or £5 per glass. Canapes are not charged.

Action: Anna to see who is willing to help with catering the event; what we offer will depend on who comes forward.

- Ticket prices: it was agreed that £10 was a good price and easy to manage on the door; £5 unwaged and under-16s are free. Vic used Ticket Source as an online booking system and the Committee agreed that we should use it again.

- Concert dress should be black with a splash of colour.

Signed:

Date:

2. Alliance Francaise event 14th July

The Alliance has asked the MRCO to perform some music at their celebration of Bastille Day, Friday 14th July. The Committee agreed that this was a good link to the Alliance and would like to do something to help. Michael thinks that the orchestra has plenty of French music, which he could look at and arrange for an ensemble to play. It is likely that the event will be out of doors, allowing for a larger group than the one that played at the winter event.

Action: Michael to liaise with the Alliance and to work on some suitable music; Anna and Vic to publicise to the MRCO and ask players to record the date in their diaries. There can add the date to the MRCO Calendar.

3. Ensembles

We discussed the ensembles which have survived since the dark days of Covid lockdown. Most are now self-subsisting and independent of the MRCO. The Klezmer Ensemble meets at an alternative venue and charges MRCO for this. Members of the Klezmer Group who are not members of the MRCO are being charged £18 to cover these costs. The Klezmer Group is also covered by the MRCO insurance policy.

Other ensembles eg Take 5, the Folk Group and the Cello Ensemble, organise themselves and rehearse at players' houses. There is no additional cost to the orchestra.

The Silverwood Ensemble meets immediately before the main MRCO rehearsal on a Sunday. Both Michael and Mike Cole belong to this group and most of the other players also play in the main orchestra. Those who do not are paying a full membership subscription. It is therefore most convenient for the group to meet at the church and the additional cost to the orchestra is £25 per week (one additional hour). Different players come in to the group from time to time as needed and it was felt impractical to levy any additional charge for this group, although three members of the group had expressed their willingness to pay an additional subscription.

4. Financial Update

Vic circulated a financial summary to the Committee, showing a current balance of £4,417.34. Subscriptions for the term have been collected but very little has yet been paid, such as the hire of the church for the term. A balance of about £1,800 is projected for the term, once bills have been paid.

Action: There to send the invoice for internet hosting to Vic.

Vic to upload the Financial Summary from the AGM with the papers from that meeting on the website.

5. Management of the bank account

It was decided that Anna Chaudhri, Michael Copley, Liz Huelin and Vic Morris should have access to the account as detailed below. Janet Walker should be removed as a signatory.

Anna Chaudhri should be added to the account with full access, including a bank card and the permission to make deposits or withdrawals.

Vic Morris has full access to the account, including a bank card and the permission to make deposits or withdrawals.

Liz Huelin is a Nominated Person, who should have access to view transactions, balances and can therefore monitor the account.

Michael Copley is a Nominated Person, who should have access to view transactions, balances and can therefore monitor the account.

Action: Anna and Vic to agree a date to go into the branch to admit Anna as a signatory and update the account accordingly.

Signed:

Date:

6. Website and membership

Thure has given all the Committee Members administrative rights on the website. He urged us to let him know if we think we have done anything incorrectly, so that he can rectify it. Thure backs up the website daily, so things can be put right quickly.

There are some 80 members listed, of whom probably 60 are active, regularly logging in and coming to rehearsal. When new members join, Thure ensures they are put into the correct instrument group and sends a welcoming email with information about how to download music, timings of rehearsal etc.

Michael responds to new members when he is contacted and he copies his responses to Thure.

The calendar is used by most players but a few still do not log in regularly. Vic usually emails members on a Thursday to draw attention to the playlist for Sunday and to make any other necessary announcements. It was agreed that one email a week is good practice and we should only send more if absolutely necessary. Committee Members should let Vic know if they want any information added to his weekly mail.

The cover photo on the website is out of date; at some point it would be good to refresh this. It is also helpful to have MP3 files for all pieces.

The Committee thanked Thure for the smooth running of the website; all agreed that it is an efficient and user-friendly resource for us all.

Action: Thure to archive the names of inactive members of the MRCO.

New members should be welcomed publicly to the MRCO; Anna and Liz have agreed to do this, as soon as they are notified of any new members by Thure or Michael.

7. Orchestra etiquette

Michael has noticed that some players are talking while the conductor is giving instructions or advice to the orchestra. He is having to call for silence quite often during rehearsal. It was agreed that once everyone has tuned, we should sit quietly waiting for the rehearsal to commence. If people arrive late, they should wait for a suitable break in rehearsal to set up quietly. Above all, players should be listening to the conductor.

Action: An announcement should be made at rehearsal to remind players of this and Vic could follow up with a reminder in the next email.

The meeting finished at 8.20 pm

The next meeting will be in May, date tbc.

Signed:

Chair of the Mawson Road Community Orchestra

Date: