

Oxford Youth Choirs  
Minutes of Annual General Meeting  
Held at Oxford High School  
28th June 2003

Present: Peter Kent, Roger Cutts, Catherine Dilnot, Vickie Couper, Sophie Kent, Richard Vendome, Penny Martin-Smith, Caroline Moughton, Sally Prittie, Nancy-Jane Rucker, Camilla Stephenson

Apologies: Louise Gullifer, Adrian Inscoc, Jane Brown, Mary Kroll, Julia Kent

1. Minutes of AGM on 22nd June 2002 read out by the Secretary . These were agreed by those present as a true record of the previous AGM.
2. Financial Report.
  - CD Issued the Accounts for the year ending 31<sup>st</sup> March 2003
  - Highlights:
    - Fees and subscriptions income up on account of increased membership
    - Concerts made a surplus
    - Compact Disc sales made a profit
    - Some donations received and a legacy (which will be used for a specific purpose yet to be agreed by the committee)
    - Some increases in costs for staff and administration
    - Concert Tour to Venice made a loss
    - Loss was made up by transferring surplus from other activities and some donations
    - Overall the choir made a small surplus
  - Thanks to: Jane for running the Tuck Shop, to Caroline and John for providing refreshments at concerts, Lord and Lady Berkeley for supporting the choir with donations from speaker engagements, John Nye for running the Friends Scheme, Cathy Knowles for Independently Examining the Choir Accounts, to the rest of the Committee especially Peter as Chairman and Mary as membership secretary.
  - Additional sources of funding should be sought for financing major events such as tours
  - CD proposed the budget for the year ending 31<sup>st</sup> March 2004 including increases in subscriptions from £44 to £49 for Prep choir members, from £65 to £69 for Juniors and Boys, and from £65 to £73 for Seniors in order to cover increased costs of music staff and of premises and additional musicianship lessons for Seniors.
  - Reduction of fees proposed for siblings of 5% per family. This affects 41% of the choir.
  - Rates of fees agreed for Music Staff and Accompanists.
  - Principles of budgeting are that Saturday activities should at least break even, and that concerts should break even.
  - CD proposed that the accounts be accepted, which was seconded by Peter Kent and agreed by the meeting.
  - CD proposed Cathy Knowles as Independent Examiner of the Accounts which was approved by the AGM.
  - Financial Report and Budget is filed with these minutes.
3. Music Director's Report.
  - Camilla Stephenson – reported on the prep section. Changes of venue has caused some problems but the causes of this were outside the committee's control.

- Penny Martin-Smith reported on Boys and Juniors. Pleased with improvements in both sections. A good standard for the age group. Good feedback at concerts. Boys often need a firm hand and are responding well and forming more of an identity as a group. The boys make a good sound and are continually improving. Nancy-Jane would like to receive up-to-date information on new joiners as soon as possible via registration forms, which should be handed out to every new joiner (and ideally mailed to Nancy-Jane)
- Richard Vendome – a good year despite change of venue. Have lost a lot of older girls last year (large year 13 group), with the 12-13 year olds now the strongest group, and 15-16 year old age group needs to improve. This is the main reason for introducing additional musicianship classes. Sally will be leaving the Music Staff to move to Shetland, Vickie will also be leaving the Music Staff to take go to Brazil. Richard gave his thanks for their enormous contributions to the choir. Still some difficulties over the venue – difficult to do anything challenging this term. GCSE Study Leave has also had an impact on the choir during the Summer Term.
- PK expressed his thanks to the Music Staff, Accompanists, Committee and Administrator.

#### 4. Chairman's Report.

- Peter Kent: General Report is attached to these minutes.
- Highlights of Chairman's Report: Venice Tour very successful musically, but made a financial loss (as reported in the Treasurers Report). Change of Venue from Milham Ford to OHS took place this year and the venue is still being reconsidered. Thanks especially to Richard, thanks and goodbyes expressed to Sally and Vickie. A number of successful concerts have taken place throughout the year.
- Proposal for Lord Berkeley to be invited to be a Patron of the Choir, accepted by the AGM.
- Next year will be 20<sup>th</sup> Anniversary of the Choir – Concert in the Town Hall proposed, and other events.
- Change of Terms proposed by State Schools to introduce a 6 term system from September 2004. Independent Schools may not follow the same pattern. Choir may need to deal with differing term dates for different schools from Autumn 2004.

#### 5. Election of officers.

- Chairman: Peter Kent was proposed by Catherine Dilnot, seconded by Camilla Stephenson and elected unopposed
- Treasurer: Catherine Dilnot was proposed by Peter Kent, seconded by Caroline Moughton and re-elected unopposed.
- Secretary: Julie Warder was proposed by Catherine Dilnot, seconded by Peter Kent and elected unopposed. Roger Cutts will hand over the Secretary's files to Julie Warder.
- Membership Secretary: Mary Kroll has stood down and the running of the Membership Database has been handed over to Nancy-Jane Rucker, Administrator.
- Other committee members: Louise Gullifer and Lorna Swadling were proposed by Peter Kent, seconded by Catherine Dilnot and elected.

#### 6. Any Other Business.

- There was a comment about some confusion over the proposed tour during the October half term (week commencing October 27<sup>th</sup>). There is currently no plan to go to Leiden, but alternative plans are being considered, one of which is a possible trip for the Choir to go to Malta, where they have been made very welcome in the past.