

Minutes of Body of Sound Annual General Meeting 2 July 2014

Present

Gill Dean, Steph Howlett, Cathy Hill, Hilary Rosser, Janice Brown, Jane Saville, Lisa Heller, Rosemary Pritchard, Gill Moore, Anne Mawdsley, Lesley Neal, Liz Koe, Catherine Gaze, Heather Hunt, Kate Thomas, Penny Allen, Carol Pickering, Deena Jefferys, Therese Pearce, Joan, Anna Goss, Judy Harris, Renate Deiss, Bev Turner.

Apologies

Jo Garber, Izzy Price, Magali, Leni Solinger, Jill, Ruth, Susie.

Minutes of the AGM 19 June 2013

The minutes were approved as a true and accurate record.

Matters arising

Website – Anna, Gill and Renate have undertaken a training session on how to work with the website more proactively.

Membership – we held an open session to which eight new women attended, and we are hoping that these women will now come along in September.

Donation of funds – we finally decided on the causes we would donate to and they were: Sheffield Palestinian Scholarship Fund, Sheffield Women's Refuge, Freedom from Torture, ASSIST and Vida.

Chair's Report 2013-14

In December 2013 Helen Lyle let us know that she had decided not to return as Musical Director of Body of Sound. Kate Thomas was teaching us at that point and she agreed to continue doing so until Easter 2014 when she said she would let us know if she would like to continue as MD and on what basis. After a two-way review Kate, to our delight, said she would like to continue and with a permanent contract and we all breathed a huge sigh of relief. Thank you Kate.

On 9th October, Mary Marken spent a session with us helping us to think ahead and to decide what we wanted for BOS in the future; those of us who attended found it very helpful in enabling us to recognise what it is about BOS that is most important to us. In the spring term we finally made a decision about what we should do with our reserves, and made donations to the Palestinian Scholarship Fund, the Women's Refuge and Freedom from Torture.

Lisa organised another very successful trip to Laurieston in April, and once again her quiet beavering away meant everyone had a wonderful time. Thank you Lisa.

There was an equally successful tea party for Assist in May where we raised over £600. Thank you to Penny and Renate for all their hard work in planning and organising the event, to the other women who helped with this and to those who volunteered to do the preparation and clearing up on the day. A special "pinny" award goes to Hilary.

We even managed a couple of busking sessions when again we raised funds for Assist.

Janice and Penny both had major birthdays and we were invited to, and sang at, brilliant birthday parties.

All in all another eventful year, but as always the best bit is learning a variety of new songs and singing them together.

Liza expressed a vote of thanks to Therese for all her hard work as Chair over the last couple of challenging years. Therese also thanked the Steering Group also for supporting her.

Treasurer's Report

Judy tabled the income and expenditure sheet.

BOS has a current account with Unity Trust Bank (a not-for-profit bank). Current signatories on the account are Judy, Hilary, Izzy, Gill, Therese.

BOS income

Termly fees - Currently £4/£5/£6 per session. This year (from Sept 13) approximately £6828 will have been raised in fees by end of August 2013. There are currently 37 women on the membership list, of which 2 are taking breaks due to illness/other reasons. 2 women have left this year and 1 has re-joined. Membership is lower than it has been historically as we had no new intake this year.

Angela Holt's standing order has continued to be paid into the BOS account by Brian. This year this money from Sept 13 to Aug 14 was part of the money we donated.

BOS expenditure

Musical Director's fee - Wednesday evenings: These have totalled approximately £3173 for the year.

Payment for gigs/preparation for gigs - This will total approximately £810 this year.

Supervision for Musical Director - Kate has not chosen to use this so far.

Training for Musical director - Kate used £160 to go to the Natural Voice Practitioner's weekend.

Additional Musical Direction costs - We paid Frances Bernstein £95 for teaching and travel for a guest teacher session in October 13.

Hire of Horizon Hall - This is currently £37 per week, totalling £1369 this year.

Other expenses - We paid Mary Marken £175 to facilitate the session about BOS's future.

Laurieston – travel was subsidised by £22. BOS paid Kate's expenses and split Kate Howard's workshop 50:50 with Voca Loca.

Gifts for musical director - Presents for Helen and flowers as a thank you cost £146.09.

Hosting website fees are £40 per year.

Amount of reserves - Following this being raised at the AGM last year, BOS agreed that we did not want to hold so much in reserve. We decided that we would aim to keep a reserve of £1,500 in the account which would cover hall fees for the year. We decided that in future if the reserve rose consistently above £2,500 we would discuss and decide what to do; e.g. if we wanted to reduce fees or give some away.

This year we decided to donate £1100 to Sheffield Palestinian Scholarship Fund, £615 to Sheffield Women's Refuge, £426 to Freedom from Torture, and £378 each to ASSIST and Vida, totalling £2897.

Total income this year is anticipated to be £6828.

Total expenses this year are anticipated to be approximately £10,420.

Expenditure this year is anticipated to exceed income by £3592, which is due mostly to the donations we made. Income has been less than last year due to our reduced numbers, so has not covered our costs.

Reserves at the end of the term are anticipated to be about £1700.

Assuming that 4 or 5 women join BOS next term, we have sufficient reserves and fees do not need to increase.

Musical Director's Contract and Job Description

See attached document. In brief Therese talked to the documents. The contract had been changed to include an increment with inflation to happen every year and the hourly rate had been made the same as requested by Kate. The group agreed and approved the changes that had been made.

Musical Director's Report

Kate reported that she wasn't sure how the group would react to her taking over as MD and she had worries about taking on the role; however, she is thoroughly enjoying it. She stated that the group has a strong culture of its own which is caring, supporting and creative. The singing and socialising is the environment which holds us together and it is a very special thing. She thanked everyone in the group and said she felt supported and it is lovely to be part of the group and is looking forward to our future together.

Welcome and Guiding Principles

Therese tabled the documents. There have been some slight amendments to include issues that have arisen throughout the year; eg: punctuality, talking in between songs. The group agreed the changes that had been made.

Election of Steering Group Officers

Two members of the Steering Group were standing down, Therese and Judy whose two years were up. The following were elected:

Chair	Carole	nominated by Penny / seconded by Therese
Secretary	Gill	continuation for another year
Treasurer	Cathy	nominated by Therese / seconded by Deena
Membership Secy	Anna	continuation for another year
Gig co-ordinator	Deena	continuation for another year
Social Secretary	Renate	continuation for another year
Member without Portfolio	Penny	supporting Carole until no longer needed

Other voluntary roles:

Opening up - Kate	Locking up - Liz, Lesley, Lisa
Tea Lady - Lisa	Milk Monitress - Liz

Announcement Slot & Whipper In - Liz

Any other business

A discussion took place regarding issues within the group and it was agreed that a book would be available and if members wished to express something, they could pop a written copy of their issue/praise/happiness/sadness in an envelope and then this will be discussed by the steering group and put into the book along with the action taken to resolve if needed. Women could also talk to a member of the Steering Group if they have a concern or email their issue by sending to Renate who will monitor the book.

Gill Dean (Secretary) 4 July 2014