

THE GRAINGER WIND SYMPHONY
ANNUAL GENERAL MEETING minutes, 12th August 2020.

This meeting is being conducted electronically via Zoom as the Covid-19 lockdown of Melbourne does not allow group meetings and there is a curfew starting at 8.00pm.

Attendees: Roland Yeung, Robyn Yeung, Jacci Jones, Allanah Coldwell, Stuart Newstead, Stuart Andrew, Caitlin Studenrauch, Penelope Latham, Melissa Kennedy, Sebastian Beswick, Robert Harry, Sophie Caldwell, Kara Morton, Sally Newstead, Maree van Niel, Tracy Tulloch, Lyle Hoefer, Julie Tiedemann.

1. Welcome and Apologies

Roland delivered a welcome and AGM opened at 8.00pm.

Apologies: Maree Pattas attempted to log in but this failed.

2. Minutes of Previous AGM

Motion: Acceptance of Minutes of 2019 AGM.

Moved by Robyn Yeung and seconded by Jacci Jones. Motion carried.

3. Business Arising

None presented.

4. Correspondence

None received.

5. Reports from Executive and General Committee: These outline what GWS does according to its purpose and follow the rules of incorporation.

President's Report: Roland Yeung, as acting President.

Roland commented on the extremes in the year, from very challenging music to no music with the restrictions of the Covid-19 virus. He went on to endorse the GWS sponsors and helpers who make the group run smoothly. He then outlined the project work undertaken by the Committee including Working With Children Check, Code of Conduct policy, Register of Cultural Organisations and a Conflict of Interest process to name some of them. He felt the year was successful and enjoyable.

Music Director's Report: Roland Yeung

Roland was pleased with the musicians' response to the repertoire which reflected a mixture of works from contemporary art music available from around the world. Grainger has an extensive library of music which we add to yearly. The group also borrows or hires music to suit our needs. Roland thanked Allanah for her efficient concert running and Paul for continuing to offer a video and audio resource. He noted the success of the guest conductor in the February concert and explained the postponement of showcasing other conductors. He thanked the guest artists, Christian, Stuart and Allanah for their solo work and the ensembles who performed in the December concert, providing variety in our programming.

Secretary/Treasurer's Report: Robyn Yeung

Subscription income for 2020 will be restricted as only one concert is likely to happen. GWS will not be collecting a yearly membership fee, thus any player who paid this will be reimbursed as we cannot provide the service of music making. Payment for concert one will be the only fees collected. However, as our expenses depend on use of rehearsal space and concert provision, these are minimised. The

GWS has a healthy bank balance and can meet our fixed costs from our savings. The income from concert box office varies. When we are able to charge a performance fee, as with the Monash Uni concert, we cover our costs. Otherwise, we mostly cannot depend on sufficient audience to break even. Thank you to the many people who contribute time and resources to make the GWS function so efficiently.

Concert Manager's Report: Allannah Coldwell.

Allannah noted GWS managed four concerts before the lockdown, with a great repertoire. She considered the plusses and minuses of the two venues we used and concluded that St Peter's Box Hill, on balance, was preferred. The guest artists were commended. Future plans are on hold until life returns to normal. She thanked the players and is looking forward to working with the group when possible.

There was some discussion here from members. Sebastian wondered when the rehearsal venue may be available? Roland explained that he did not know and it would depend on government rules regarding close contact as well as the school being comfortable with sharing their facility and the cleaning process. Penelope added that government schools were not hiring to any community group. Maree commented that before the stage 4 lockdown there may have been some thinking of hiring facilities. Melissa suggested a community hall may be available. But with no percussion, this is a problem. Jaci suggested the Box Hill Community Band room. As they are not rehearsing themselves, this is not likely.

Publicity Manager's Report: Stuart Andrew

Stuart explained that this report would be his last for now as he has other commitments and cannot continue with the group. He felt his time with GWS had been a wonderful experience. He suggested that bringing people to concerts would be a great way to help the group become more vibrant and viable. He thanked the committee members, Penelope Jones for adapting the posters for our needs, Ruth Collins for the printing of our posters and programs and Allannah for accepting the publicity position (this he omitted from his written report).

Roland thanked Stuart for his dedicated work on the committee and in his role as section manager.

Acting Publicity Manager's Report: Allannah Coldwell

Allannah thanked Stuart for his work on committee and explained she had no role to date due to the shutdown.

General Committee Member's Report: Melissa Kennedy

Melissa perspective was involved in policy development. She worked on the Code of Conduct policy with Allannah and Stuart and promotes it as 'common sense' health and safety issues that should be part of our lives. The ROCO was reviewed and the compliance responsibilities were considered beyond our capabilities. Discussion around Covid-19 and how to resume also formed part of the considerations. She thanked the members of the committee for the work contributed to make GWS happen.

Personnel Manager's Report: Roland Yeung as acting Personnel Manager.

Roland spent much time managing the player database and actioning improvements in the CRM to aid players. He thanked Josh for making this happen smoothly. Roland thanked the Section Managers for making his job easier. He passed on his good wishes to Caitlin who is retiring after many years of efficient service to the group. The 2020 Young Player Scholarship recipient has been invited to continue this role in 2021, and he has accepted. Roland returned to the question of a break during rehearsal time. The group has resisted this as it ruins concentration, although it is a great social bonding time. Maybe with the virus mitigation strategies, this will need to be considered again. Perhaps the first session could be a combined rehearsal, with sectionals after to allow for air turnover in rooms, ending with a full session. Roland thanked Stuart Andrew for taking on Trumpet managing to add to Low Brass and String Bass management.

Section Manager Reports:

FLUTE - Jacqui Jones: She felt the flute section had another stable year, with more regular appearances from Erin and Christine. She felt the highlight was the Monash concert where her organising skills juggled the many players successfully.

DOUBLE REED - Jacqui Jones: This was a more consistent year having regular members to call upon. She is working on getting an oboe player to apply for the Young Players Scholarship.

CLARINET – Sophie Caldwell: She commented on having another good year with a very stable player base. She thanked Sebastian for assisting her. The group have been keeping in contact during the lockdown with Facebook chats. Sophie will continue in the role for this year, but will look for someone else to take over as her work is taking more time.

SAXOPHONE – Caitlin Stubenrauch: A great year with a good group of players who were prepared to be flexible in sharing the various parts on offer. This contributed positively to the group. She announced her resignation from the role of section manager due to family reasons and thanked all for their support.

HORN – Tracy Tulloch: The regular players enjoyed the challenging music and look forward to resuming. It is hoped that Denbigh Morris will continue his interest.

TRUMPET, LOW BRASS, STRING BASS – Stuart Andrew: He noted the scarcity of good brass players who had the time to devote to our group, thus there were times when this sound was missing from rehearsals and concerts. He was grateful for whatever contribution he could get.

PERCUSSION - Stuart Newstead: He thanked the committee for continuing to provide access to music making and looks forward to resuming the challenges of playing. He would like a couple more regular players to draw from, and would prefer longer rehearsal periods. If the group continued to use St Peter's Box Hill he requests extra help setting up equipment to avoid exhaustion before the concert starts.

Motion: Acceptance of all reports

Moved by Robyn Yeung and seconded by Lyle Hoefer. Motion carried.

6. Election of 2020-2021 Executive Committee positions declared vacant at this AGM.

Nominations:

President – Melissa Kennedy, no other nominations.

Treasurer/Secretary - Robyn Yeung, no other nominations.

Administrator – Vacant, no nominations.
Concert Manager – Allannah Coldwell, no other nominations.
Publicity – Allannah Coldwell, no other nominations.
Personnel – Penelope Latham, no other nominations.

All nominees declared elected. The role of Administrator remains unfilled.

7. Nomination of General Committee:

Jacci Jones

Section Managers:

Flute – Jacci Jones

Double reed – vacant, Jacci Jones acting.

Clarinet – Sophie Caldwell

Saxophones – vacant

Trumpet – Rob Mattessi

Horns-Tracy Tulloch

Low Brass & String Bass – vacant

Percussion – Stuart Newstead

These volunteers will be confirmed at the first committee meeting of the new Committee along with other managers.

8. Subscription and Joining Fee Rate Annual Review and Ratification:

Motion: The subscription fees remain unchanged for the year 2020.

Full = \$280 and Concession = \$200.

Concert by concert rate; Full = \$70 and Concession = \$50

Moved by Robyn Yeung and seconded by Allannah Coldwell. Motion carried.

9. General Business and discussion:

- a. GWS Code of Conduct Policy: Melissa presented the development and adaption of this policy from the Live Performance Industry Code to fit our community group. The terminology was modified. Its objective is to create a safe working environment for all players. It has a clear statement of values and has a process to resolve issues. Any committee member can be approached for this. This adds to our rules. The CRM will have a tick box for players to accept. The committee members endorsed the policy. Roland asked for feedback. Caitlin responded positively. The policy is a comment on behaviour not a person. Lyle felt it gave GWS a more professional appearance. Stuart hoped it would be addressed in action, not just on paper. Sebastian strongly supported it.
- b. Covid-19 and resuming: Roland presented his research and players had a document to read. The committee may need to make a policy to mitigate the risk to players. Lyle noted that we need be able to hire venues before we make decisions. Roland noted that we need to understand what the venue hirer requires of us.

Meeting closed at 9:40pm

