

# **Minutes of 93<sup>rd</sup> Annual General Meeting of Colchester Operatic Society**

**Held at Colchester Officers Club on Monday 25<sup>th</sup> June 2018 at 8:00pm**

## **1. Apologies**

Barbara Scully, Alex Terry, Helen McCraw, Teresa White, Rob Mercer, Angela Ranking, Pat Presney, Shannon Hannah, Olly Medicott, Nathan Crame, Barbara Ryan, Rachel Phillip Green, Sarah Miles, David Rutter, Peter Jones, Maeve Borgues, Suki Fusi and Andrew Hodgson

## **2. in Memoriam**

Rudy Last - past co2 member died in tragic circumstances

Janet Goody died in December 2017, age 77. She was a playing member of the society in the sixties and seventies.

## **3. Minutes of the 92<sup>nd</sup> AGM**

These had been circulated to all members via email and post.

All members agreed minutes and proposed acceptance came from Mike Spurgeon. Seconded – Diane Emberton

As the 91<sup>st</sup> AGM Minutes could not be signed off at the 92<sup>nd</sup> AGM these were also agreed and accepted. Proposed acceptance from Steve W. Seconded from Katie Cutmore

## **4. Matters Arising**

None from the floor.

Mark Fincham reminded members of Gabby Skinners (nee Fusi) request to be introduced to members wanting to be on the committee. Members were invited to ask any questions of the people who are standing for the committee.

Mark briefly introduced everybody in the current executive committee. Neil Somerville has been shadowing Alan Larner with a view to take over the treasurers duties for the society, Sarah White has taken over the role of business manager, and Natasha Palmer has taken over the role of society secretary from Liz Thorne. Laura Hicks was co-opted onto the committee when Pat Presney stepped down and she takes the minutes of society meetings.

Simone Smith asked why we bother voting for a committee if people can be co-opted on throughout the year. Mark explained that this is not formal until the following AGM when it is agreed by its members. Gabby Skinner also wondered when these officer jobs were advertised, particularly the role of the secretary, some members felt it hadn't been made clear that this opportunity was available to all. Mark suggested that the executive committee will be more aware of ensuring there are equal opportunities for all in relation to opportunities in society officer roles.

Clarification from Mark Fincham that it is a legal requirements to have officer jobs filled in the society, members are able at the following AGM to stand for these jobs. It was also added that officer jobs had and will continue to be advertised at AGMs/Newletters/Website

Members wanting to be on the committee were asked to briefly stand and introduce themselves to the floor, including why they would like to continue/join/what they can bring.

### **5. Selection of Ballot Scrutineers**

Mark asked members to volunteer. John Enfield and Gill Plumtree were selected.

### **6. Election of Officers and Committee for the year 2018/19**

Officers of the Committee are as follows: Chairman – Mark Fincham, Business Manager – Sarah White, Treasurer – Neil Somerville, Secretary – Natasha Palmer

Votes were counted and verified by ballot scrutineers and the following members will serve alongside the officers on the executive committee.

- Katie Cutmore, Ann Taylor, Laura Hicks, Maggie Wallton, Paul K Baum, Barbara Pears, Celia Greaves, Becky Briggs

### **7. Receipt of the society accounts**

Alan Larner presented the accounts explained he had done them until 31<sup>st</sup> March 2018. Neil Somerville has taken over from 1<sup>st</sup> April for the whole of the next year. Alan explained his spreadsheets – cost & takings for each show:

CO2 Little Shop of Horrors – Ticket Sales were not good enough and we had a loss on this show , COS Hairspray – Tickets sold out for this production and a good profit, 2017 Concert – Small profit, more for member enjoyment

Membership Acct – Closed now as it wasn't really being used, now membership fees go into the main account

Ann Taylor added that the Little Shop show fee and workshop money had been added together, and can this be separated in future. Alan said this is already separated on the account, but has just been put together on this balance sheet. Alan also explained on an overcharge on the Little Shop account, report from the accountant didn't balance with alans, he found this was to do with for sound services being paid monthly. It's not an overcharge, it's a missed.

Alan confirmed that the accruals/equipment on the accounts sheets are new purchases and depreciations. For new purchases that are made for all productions, things that are broken

Proposed Acceptance of the Accounts – Terry Lyon. Seconded by Mike Spurgeon

Mark Fincham has made it clear to the society that there could be a conflict of interest with officers of the society in charge of accounts. So a measure of a double signatory with the chairman of the society to authorise outgoing payments has been introduced.

### **8. Appointment of the Honorary Auditor**

There is no longer an Honorary Auditor as we employ an accountancy firm (Newman Accountancy Services) to deal with this. Alan Larner has used the same accountancy firm as last year as he has been very happy with them. He has suggested we continue with them if possible. They are a small business and have dealt with tax office & affairs. Terry Lyon suggests to appoint Accountancy firm in question. Proposed – Alan Larner. Seconded – Charlotte Butcher.

## **9. Receipt of the Executive and CO2 reports**

These reports have been available for printing on website. There were no comments from the floor.

Proposed acceptance of the Executive Report – Mike Spurgeon. Seconded by Val Cavanagh White

Proposed acceptance of the CO2 report – Celia Greaves. Seconded Diane Emberton

## **10. Receipt of Marketing/Events Committee report**

This report is available for printing on the website.

Mark Fincham thanked the social committee team for their work and discussed the criticism they continue to receive. He suggested that people please approach the team to help, and to not complain. Katie Cutmore and Gabbi Fusi also encouraged more to get involved in the marketing efforts for the society

## **11. Update on the Mercury Theatre Plans**

Mark Fincham told members that the Mercury Theatre still do not know exactly what they are doing so he could not give the floor a definitive answer on this. They would still would like to include us (COS & CO2) in their plans for a collaborative project. Timescales and Locations are not clear.

Mark confirmed that COS would definitely be doing their show at the Mercury Theatre January/February 2019

## **12. Future Productions**

Mark Fincham told members about proposing Beauty and the Beast for the COS 2019 production, the Mercury Theatre refused this as it would be too close to their pantomime and may cause a conflict of interest. We then approached them with Oliver, and they suggested that this is what they would potentially like to do for our collaborative project in the future. We then tried to get My Fair Lady and Wivenhoe are doing it at around the same time so that wasn't possible. Chitty Chitty Bang Bang has now become available and we have applied for it, we should find out the first week of July. Hello Dolly is the final back up. Other shows suggested from the floor were: Ragtime, Kiss me Kate

CO2 show for next year will probably be a concert, which is yet to be confirmed.

Director for next COS still to be confirmed when we know what show we will be doing. The dates for this show will be slightly later for next year, due to an extension with the Mercury Pantomime 31<sup>st</sup> Jan – 9<sup>th</sup> Feb

## **13. Open Forum**

Simone – Why is there not a costume budget for concerts? She felt that money should be spent on the finer details.

- Alan Larner suggested that not a lot of tickets are sold/profit made, but you can ask the treasurer in the future if you like them in the future

Simone – Doreen Matthews, a previous member of the society is currently in St Phillians Home on the St Johns Estate in Colchester. She is suffering with dementia and can't walk. There is a concert at her home 30<sup>th</sup> June at 2pm and family and friends are encouraged to attend.

Terry – What more can be done about recruitment for backstage crew? There is currently about 6 involved but they are of an older age so we need to ensure there are new people to help coming

through. Could there be a section on the website to help this? Terry suggested that the society should look to their own ranks and crew for each others shows. Anyone 16+ is allowed to help. Ben Wills – Technical Crew from the Mercury has made it clear we need more crew for our show or else we will have to pay for Mercury Staff to help us.

- Charlotte Butcher added that there was an advert regarding recruiting new crew in the Little Shop of Horror programme and nobody responded
- Sarah White pointed out cast should help more with the Get In/Out as there is not enough support in this area.
- Laura Hicks mentioned a contact at the Colchester Institute who could help recruit technical theatre students. She will pass an email address onto Terry/Ann T

Claire – Why does the money we raise from the concerts not go to charity now?

- Mark Fincham responded - It is decided on a year to year basis and as we have made a loss on the last few shows. Alan Larner also added we do not make much/any profit from the concerts, it is more for member enjoyment. In future we can look to do this if there is a profit

Gabby S – Can the executive committee look into the concerts be made a bigger event, like they used to be, look into venues such as the Weston Holmes Function room, The Q Theatre (Philip Morant)

**Other:**

John Enfield was asked to continue as president for another year, to which he accepted.

Mark Fincham also thanked Colin Thorne, Alan Larner, Liz Thorne, Mike Spurgeon for their work within the society over the years. Liz Thorne was also made a life member of the society