

# Committee Meeting for Isleworth Baroque. Monday, February 4th 2008 at 6.30 p.m.

## Minutes.

Present: Helena Brown, Caroline Slater, Tom Beaton, Chris Hobson, Bernard Stevenson,  
Alison Sands.

1. Apologies. Janet Oates sent apologies for being unable to attend.
2. Minutes of the previous meeting held 13th November, 2007.

Repayment of appeal fund: Chris advised that this has now been completed. Helena remembered that John Cobb's secretary had contributed and is to send an email asking if she wishes to be repaid. **Action: Helena.**

Programme reprints: whilst it was possible that Katherine could print these out in A5 it was decided that Caroline would put a version on the website for members to print out themselves. **Action: Caroline.**

Surveys: the audience questionnaires completed at 'La Calisto' have not yet been reviewed. **Action: Tom.**

The Musical Museum, Brentford: a visit had been made by Helena, Chris and Alison, who had been shown round the Museum. It may be possible to stage a concert there before attempting a production.

The minutes were approved by the meeting.

3. Formation of the New Committee.

Alison is standing down as Meetings Secretary following the meeting. Caroline is handing over responsibility for Publicity. Tom is happy to hand over responsibility for Membership which is a separate duty from communication with members which he has also done, in addition to the production on an ad hoc basis of a Newsletter. Tom suggested it would be advantageous to produce a Newsletter on a regular basis so that it could be used to more efficiently publicise events. It was generally felt that the spontaneous nature of the Newsletter worked well enough and need not be formalised although it could be linked to the Website, which Caroline is to continue to update.

**Action: Tom and Caroline.**

Librarian: Helena said that Simon Pike had offered to act as Librarian, which is a time consuming job she has had responsibility for until now. If Simon were to take this over it would free Helena up. Helena to discuss with Simon. **Action: Helena.**

Producer: a producer must be sought for the next production.

Fundraising: at present there is no-one with responsibility for this area.

New Committee Members: Janet Oates and Bernard Stevenson were elected to the EC at the AGM on 27th January. In Janet's absence, Helena advised that Janet did not want to have a specific job title or fixed role but would contribute generally.

Philip Johnson is to be asked if he would join the Committee, possibly in a producer's role. **Action: Helena.**

After some discussion, *it was agreed that* Caroline would become Secretary, with Bernard taking over Publicity, to be overseen initially by Caroline.

#### 4. Funding.

Chris advised that the bank balance is currently £1962.

Alison said that whilst Janet Marsh had given useful advice as to how IB might pursue funding she was not prepared to become a paid fundraiser. There will have to be further discussion about fundraising and whether or not IB seeks to increase its size and raise its standards. Simon Pike in his email said that IB had to weigh up the interests of the members against the requirements of potential donors.

It was agreed that charitable status for IB would increase the number of sources that could be approached, although achieving charitable status would itself lead to increased costs due to the formal nature of the annual reporting.

It was suggested that a study of the requirements for charitable status be done so that the EC can prepare to obtain this. **Action: Alison.**

#### 5. Events.

Study Day: The Indian Queen, (Purcell) on Sunday 13th April, 2008.

Helena advised that this was the only day which Catherine Bott was available for so the Millenium Hall of St. Mary's, Osterley has been booked from 12 til 6 p.m.

Costing was discussed: Helena will charge £25 per hour (= £150 in total for 6 hours) Catherine Bott is to be offered £200 as a token of appreciation and the venue hire will be in the region of £300, giving total expenses of £650.

The last Study Day held at the Millenium Hall (Handel Study Day, Feb. 2007) was attended by 42 guests who paid £24 (=£1008 received), although the Boyce Study Day run by Hounslow at Chiswick in May was priced at £32.

Ticket Prices: *It was decided* to charge £36 per person for both orchestra and chorus, and £10 for non participatory observers, the latter category being suggested by Bernard and agreed with by other members. 42 is probably the upper limit for numbers. The ticket price is to include lunch, which is to be organised by the EC with donations of food. Special concessions are to be made available to IB members via the Newsletter.

**Action: Tom.**

Soloists: solos are to be on a 'first come, first served basis', and it is hoped that Catherine Bott will be able to assist with improvements for soloists.

Bookings: Helena is to organise bookings. **Action: Helena.**

Publicity: Publicity is to be organised by Caroline and Bernard. **Action: Caroline and Bernard.**

#### Twickenham Festival.

Venue: Last year IB had the use of the upstairs room at the 'Fox' free of charge due to being part of the Festival. It was agreed to ask the landlord if the same terms could be given this year.

Helena said she would lend a keyboard to enable other members to accompany performers.

Caroline offered to find out the dates of the Festival. **Action: Caroline.**

#### 6. Any Other Business.

Setting of Subscriptions: the Constitution states that the EC sets the amount of the annual subscription. Tom suggested changing the Constitution to allow the membership to decide the subscription. This would require a special meeting of the membership to be called. The costs relating to charitable status could be incorporated into the subscription.

West Middlesex Hospital: Tom suggested performing to patients at the hospital. Helena advised it could be chaotic but would speak to her friend, Marjorie, who would be able to give advice. **Action: Helena.**

Isleworth Public Hall v. Chiswick Town Hall: comparisons of facilities were required in order to advise Friends of IPH who would be meeting to discuss the relative costs and facilities. Tom asked for emailed details. **Action: all.**

Member's Complaint: Ingrid had emailed Alison to say that at the final performance of 'La Calisto' her mother in law had been unable to film the performance as planned due to intervention by another guest. Without any EC members having witnessed this it was not felt that any further action could be taken. The EC had not approved or requested any filming on its behalf. It was agreed that the EC would send apologies to anyone who had been offended. In order to prevent any recurrence it would be made clear that any filming of future performances would have to be requested and agreed in advance. **Action: Alison.**

#### 7. Date of Next Meeting.

Thursday, 20th March 2008, at 6.30 p.m at the 'London Apprentice'.

