



# THE SOCIETY OF RECORDER PLAYERS

## MINUTES OF COMMITTEE MEETING

SUNDAY, 7 FEBRUARY 2010

Benslow Music Trust, Hitchin

### PRESENT:

Dick Pyper	Chairman	Moira Usher	Training Co-ordinator
Bob Whitmarsh	Secretary	Mike Wilkinson	Mem Secretary
Ulli Burchette	Treasurer	Caroline Jones	Committee
Andrew Short	NYRO S/C Chairman	Jane Sellek	Committee
Sandra Foxall	Country/Overseas Sec	Matthew Taylor	Committee

**1. Apologies for absence:** The Chairman opened the meeting at 10.30 a.m. Apologies for absence were received from Andrew Collis, Alyson Lewin, Evelyn Nallen, Eileen Silcocks and Pam Smith.

### 2. Minutes of the last meeting

Ulli Burchette asked that Item 6 paragraph 2 be altered to say ‘.. only £10 per year’. The Minutes were agreed and signed by the Chairman.

### 3. Matters arising

3.1 It was agreed to amend the revised text under Item 7.3 to include the cost of lunch as well. The new text is ‘*Pastoral visiting conductors, and tutors undertaking SRP Workshops, may claim from the Society up to £50.00 per night for bed and breakfast for a maximum of two nights, where such accommodation is necessary and reasonable. Branches continued to be responsible for meal costs.*’.

3.2 Item 4 regarding the NYRO Membership List. A query was raised as to whether it was legal to pass on a list containing the names of under 18s to SRP Members. It was agreed to ask the Society’s insurers and to check the wording of the NYRO Application Form [Action: Chairman to consult insurers; Andrew Short to check wording].

3.3 Item 7.2. The Secretary reported that, in spite of writing twice to Marion Scott, he had received no response. It was agreed to let the matter drop.

3.4 Item 11. See Agenda Item 11. All Officers present indicated their agreement to stand for a further one year term.

3.5 Item 12.1. Moira Usher enquired how the Society intended to ensure that funds donated by Pamela Thorby would be used for educational purposes, most likely NYRO or the Walter Bergmann Fund [Action: Chairman to talk to Pamela Thorby].

3.6 Item 12.4. It was confirmed that the contrabass and great bass recorders were still held by Andrew Collis [who later took them to the Early Music Shop for maintenance and subsequent shipping to NYRO].

3.7 Item 12.5. The Chairman reported that an insurance premium to cover Branch and NYRO sheet music worth up to £20,000, with a limit of £500 in any one location, had been paid. The policy covers music on a replacement basis. It was agreed that the new arrangement would be announced formally to Branches in the next Secretary’s Letter to Branches. The Chairman noted that Branches would now need to prepare a catalogue of their sheet music holdings in order to be covered in case of loss [Action: Secretary to inform Branch Secretaries].

#### 4. To receive Officers' Reports

See attached documentation. Unless the officer had anything to add to his/her written report, details are not repeated below.

**Secretary's report.** Nothing further to report.

**Treasurer's report.** It was noted that the NYRO accounts had been submitted late and then subsequently revised. Andrew Short said that NYRO would endeavour to meet the 15<sup>th</sup> November deadline in future. There had also been problems with the use of account headings that differed from those used in the Society accounts because NYRO needed to have separate accounts for different projects.

The Treasurer said that she had had trouble contacting some Branch treasurers because not all treasurers published their phone number or email address in the Membership List. She said that she would mention at Conference the problems caused by late submission of Branch accounts.

The Treasurer advised that all subscriptions should be raised by 50p from September 2010. It was proposed that the revised subscriptions to be put to Conference for approval should be £19.00 (full member), £29.00 (household membership) and £14.50 (student).

**Membership Secretary's report.** Mike Wilkinson reported that although four more members had joined recently the 2009-10 membership total was still about 2.7 percent down on 2008-09. He said he had worked hard on updating the address list used for distributing The Recorder Magazine. He said he was investigating a new system but it wouldn't be in place until 2011. He wanted to avoid the current situation where a member joining in September or October didn't receive the Magazine until the following March.

**C&O Secretary's report.** Sandra Foxall noted that, so far, several members had not re-joined and that she had sent out reminders only in late January and not in November. The membership renewal insert in the Recorder Magazine has also been late. She planned that in next year's renewal cycle she would start earlier.

**Training Co-ordinator's report.** Moira Usher noted that workshop leaders had been paid £150 for quite a while. It was agreed that in future leaders would be paid £200 from the Arthur Ingram Fund. It was also agreed that the cost to participants should remain at £10 in order to ensure that workshops were accessible to the maximum number of people. The Treasurer pointed out that so far only one workshop had actually made a profit. The Committee felt that it was right to provide such facilities to members in return for their subscription.

**NYRO Sub-Committee report.** Andrew Short reported that Jeanette Hipsey had donated more good quality recorders to NYRO including a set of Moeck instruments ranging from garklein to bass. The Chairman proposed that she be nominated as a Honorary Life Member of the Society at Conference 2010 [Action: Chairman to write to Jeanette Hipsey].

Andrew Short submitted a sample of a re-worked NYRO web site which had been created as part of a bid by a web site designer. Several members commented that there was a need to liven up the appearance of the Society's web site as well and others suggested that the Society consider creating a 'one-stop' web site for all recorder matters. The Chairman noted that a less traditional logo was also required.

The Secretary opined that the estimates that NYRO had obtained from several sources seemed unduly expensive although he realised that NYRO wished to do more than just update the visual appearance of the site. He informed the Committee that the Hampshire Recorder Sinfonia had recently revamped the appearance of its web site ([www.hrs.hampshire.org.uk](http://www.hrs.hampshire.org.uk)) using a freelance web designer who charged £25 per hour.

Andrew Short said that the re-design of the NYRO web site was needed soon but he realised that more time might be required if the project expanded to include the needs of the Society and the wider recorder playing community. He supported the latter development. The Chairman suggested that a Working Party, possibly including some people from outside the Society, should be set up to consider the way forward.

Bearing in mind the likely cost of the project, Sandra Foxall asked about the state of the Arthur Ingram Fund. The Treasurer confirmed that income from interest had declined drastically and that as a matter of principle the capital was being preserved. Several members expressed the view that the Society should make use of the capital too and recalled that in the recent past lack of capital had prevented investment in the Society's future. Sandra Foxall emphasised that some Branches felt that they should get more in return for their subscriptions and this was one way of doing so.

Caroline Jones offered to lead a Working Party and Moira Usher lent her support. The Chairman suggested that Evelyn Nallen be consulted on the membership which should include non-SRP people, e.g. from ERTA, as well **[Action: Caroline Jones to set up a web site Working Party]**.

Jane Sellek queried the cost of fund raising mentioned under Item 10 of the Sub-Committee Minutes and was told that it would be nil because commission would be paid only on results.

Andrew Short confirmed that County Music Services had been contacted with regard to finding students for NYRO and that writing an article about NYRO for the Making Music Newsletter was in hand. Moira Usher commented that she had found that local libraries would distribute leaflets to other associated libraries.

There were no other comments on the Officers' reports.

#### **5. To approve the Accounts for 2008-09**

The accounts were accepted by the Committee as a true and accurate record of the Society's income and expenditure in 2008-09. The Trustees APPROVED the Charity Accounts for 2008-09. The Committee thanked the Treasurer and Auditor for their time spent on the accounts.

#### **6. To approve that the Society transfers to electronic accounting**

The Chairman explained that moving to an electronic system of payments would have the advantage of no longer needing two signatures on each cheque because each transaction would involve the separate electronic approval of two password-protected signatories. There would no longer be a need for cheques and the new system might even be faster. He confirmed that the new system would be at least as secure as the existing cheque-based system.

The Committee agreed to proceed with electronic accounting and the Treasurer confirmed that she already had the forms required and would now proceed to set up a Charities Aid Foundation (CAF) account **[Action: Treasurer to proceed with opening a CAF account for the Society]**. She also noted that ideally the Society should have a Euro account for the Moeck competition.

Andrew Short noted that NYRO was likely to open a separate CAF account.

#### **7. To approve the Trustees' Annual Reports to the Charity Commissioners for England/Wales and Scotland**

After a number of minor corrections the two reports were approved **[Action: Andrew Short to submit both reports]**.

#### **8. To appoint or re-appoint the Web Editor, two members of the Walter Bergmann Fund Sub-Committee and the Branch News Editor**

The Secretary reported that Sheila Richards wished to stand down from the Walter Bergmann Sub-Committee. A number of names were discussed as a potential replacement. The Chairman undertook to speak to Andrew Collis, WBF Chairman [Action: Chairman to speak to Andrew Collis].

**Proposed: Moira Usher Seconded: Sandra Foxall Carried men. con.**

*That Ashley Allerton is re-appointed as Web Editor, Barbara Law is re-appointed to the Walter Bergmann Sub-Committee and Madeline Saviour is re-appointed as Branch News Editor, all appointments to run for a further three years subject to approval by Conference 2010.*

#### **9. To receive an update on the Society's response to Alex Ayre's bequest**

The Chairman reported that he had visited Anne Ayre in December 2009. He had inspected the music collection and ascertained that probate was not required so that the music could be transferred to the Society whenever convenient. He noted that he, Alyson Lewin and the Secretary planned to visit Anne Ayre again in a few weeks time for further discussions.

The Secretary confirmed that the current intention was to offer the publication and sale of the sheet music to the music publisher who made the best offer in the Society's interest.

It was recognised that it would be essential after three years to offer non-manuscript copies of the music. Moira Usher offered to coordinate the setting of all Alex Ayre's music in Sibelius which was likely to take a number of years to complete.

#### **10. To consider for approval draft revisions of the NYRO Child Protection Policy, NYRO Health & Safety Policy and Good Practice and Behaviour Guidelines**

The Chairman recounted how the Society's insurers had queried the existing Child Protection Policy and had refused to renew the Society's insurance policy. He said he had approached another insurer who had approved the draft now before the Committee.

Jane Sellek and Mike Wilkinson both commented on the potential cost of the training mentioned in section 1d. Andrew Short said it would be checked [Action: Andrew Short to check training costs].

Andrew Short noted that the NYRO Sub-Committee would want to approve the revised documents before he or the Committee could approve them [Action: NYRO Sub-Committee to consider draft documents].

#### **11. Festival and Conference 2010.**

11.1 The Secretary pointed out that three ordinary Committee members were stepping down at Conference 2010; two would rotate off Committee in the normal way and Sandra Foxall, representing Cleveland Branch, was stepping down since she was also Country & Overseas Secretary. Several names of candidates who might stand for Committee were discussed. The Committee was asked to find suitable candidates and inform the Secretary of their names [Action: All find suitable candidates].

11.2 Moira Usher reported that she had circulated 1800 leaflets advertising the 2010 Festival. Accommodation had been block booked at the Orwell Hotel and the Holiday Inn. She confirmed that a Festival web site still had to be set up and a Festival booklet still had to be printed.

11.3 It was noted that the following Festivals were planned: 2011 Somerset, 2012 Guildford (also the 75<sup>th</sup> anniversary of the Society) and 2013 Birmingham (to be confirmed).

The Secretary pointed out that the dates for 2011 clashed with the Northern Recorder Course, the Ascot course and a NYRO course. It was realised that the root cause was probably the rather short Easter school holidays and the need for many courses to use empty school premises. Such clashes were likely to limit the choice of conductors, reduce the attendance and mean that some shops would be absent from the 2011 event. The organisers of Festival 2011 were aware of the problem but were similarly constrained in their choice of dates. Caroline Jones offered to mediate with Joyce Rudall (2011 organiser) and report back to the Chairman [Action: Caroline Jones to talk to Joyce Rudall].

## **12. Any other business**

12.1 To consider a request from Glasgow Branch for help with the cost of a commissioned work for their 50th anniversary. This item provoked an extended discussion with conflicting views. Finally it was agreed not to support the commission. However, it was agreed that if the commission was for a Scottish Festival, the whole cost of printing and distribution to all Branches would be covered subject to the composer's agreement.

12.2 To discuss an enquiry from Peter Machajdik, Slovak Republic about a commissioned piece. In the absence of all the Musical Advisers, none of whom had expressed support beforehand for the enquiry, the Committee turned down this request preferring to use the Society's limited funds on composers with whom they are more familiar [Action: Secretary to reply to Peter Machajdik].

12.3 To discuss a proposed rule change about the minimum size of a Branch. The Secretary explained the background to this suggestion which came about as the result of an approach in 2009 from a small group, less than twelve in size, to set up a new Branch. After discussion it was agreed to present the suggestion that a new Branch could be not less than six, to Conference [Action: Secretary to propose rule change to Conference]. The Secretary noted that Rules 9.1 and 9.3, which cover the costs of attending Conference and the expenses of a Visiting Conductor, would remain in force for Branches less than twelve in size.

12.4 To identify someone to take over responsibility for the Branch Libraries database. Moira Usher, the current person in charge of the Branch library database, explained that she no longer had time to attend to this task which, she claimed, was not onerous. Currently six Branches have submitted their data but the database needs tidying up and editing and more Branches should be encouraged to submit information. Mike Wilkinson offered to take over from Moira [Action: Mike Wilkinson to liaise with Moira Usher].

12.5 To discuss SRP affiliated orchestras paying the Performing Rights Society for concert performances. The Treasurer sought reassurance that she could sign 'nothing to declare' on a form sent annually by Making Music regarding payments to the Performing Rights Society. It was explained that payment was due to the PRS only if the sheet music was marked 'copyright'. A licence fee was also payable for a concert venue if the building itself did not already possess a licence but that was down to the concert organiser to arrange.

12.6 To discuss Woodhouse Recorder Week and insurance. Moira Usher expressed her strong objection to the Society paying for the Third Party insurance of the Woodhouse course which was a private, commercially run course not affiliated to the Society. It was understood that the arrangement had originally been made to help the Woodhouse course get started but the course was now in its fourth year and the arrangement could no longer be justified. The Committee agreed to terminate the arrangement forthwith [Action: Chairman to terminate Woodhouse's insurance].

## **13. To confirm dates of future meetings.**

The next Committee meeting will take place immediately after Conference on Sunday 9<sup>th</sup> May 2010 in Felixstowe. The subsequent meeting, because of constraints on space in Benslow, has been moved to Sunday 31<sup>st</sup> October 2010. The date of the following meeting to that was chosen to be 6<sup>th</sup> February 2011 subject to booking a room at Benslow.

The Chairman closed the meeting at 15.30.

RBW/RP