

**The Society of Recorder Players**  
**NYRO sub-committee**

7th meeting on Friday 29 September 2006 at 11.30 a.m.  
at 2 Regent Close, Edgbaston, Birmingham B5 7PL.

Present: Andrew Short, Naomi Winterburn, Colin Touchin, Jean Murray, Dianne Charles,  
Rosemary Byde.

1. The Minutes of the meeting on 12 May 2006 were approved as a true record.
2. Matter arising.  
The Administrator's job description remained to be finalised, for the SRP committee on 22 October.
3. 2006 course debriefing.
  - i. 40 evaluation forms were returned, 22 from NYTRO (all players) and 18 from NYRO (less than half). Average ratings were positive. A large majority wished for more chamber music. In the comments several older players wished for more freedom.
  - ii. The concert was too long, otherwise went very well. It will be recorded on a double CD, now in the final editing stages. Pre-orders at £10 will be honoured. Future sales will be at £12.50 or €20.
  - iii. Staff have been asked for comments; none have replied yet. Comment will especially be asked from Patrick Richmond about his role as assistant tutor. Clear definition of the roles of house staff is needed; Naomi and Dianne will agree a description.
4. Playing day, Birmingham Conservatoire, Sunday 24 September 2006.
  - i. 39 players attended, including about 20 newcomers. Staff were Ross Winters, Colin, Dianne and Naomi. The account, still to be finalised, will show a reasonable surplus. It was a successful day.
  - ii. The Birmingham day should be repeated next year. A London day at Morley College will be discussed with Marion Scott.
5. Insurance.  
It was agreed that half of the SRP office insurance at £325, covering employer's and public liability and office materials, would be met from the NYRO account.
6. Instruments
  - i. The annual cost of insuring the NYRO great bass and contrabass is £124.20
  - ii. Ross has asked if Birmingham Conservatoire can borrow them until the next NYRO summer course, by which time he expects that it will have bought its own instruments. The subcommittee felt that this is not the ideal location as it is desirable to loan the instruments to recorder orchestras or SRP branches rather than a major institution. As no such bids have been received the subcommittee agreed to the Birmingham Conservatoire request subject to recall if required by NYRO or SRP and payment of £100 as a contribution to the costs of insurance and maintenance. (Andrew to write).
  - iii. A written policy should be developed, including the reimbursement of costs, and made known to SRP branches and recorder orchestras. (Andrew).

- iv. The supply of loaned great basses and especially contrabasses is still insufficient. The best balance would include 6 contrabasses and 12 great basses. There should also be spares (1 CB and 2 GB). The SRP committee will be asked if it is willing to purchase such instruments for use by NYRO, branches and affiliated orchestras, to be managed by the NYRO subcommittee according to agreed guidelines.

#### 7. Publicity

- i. Based on experience elsewhere, it is felt that paid-for advertisements in magazines are not productive and should be abandoned.
- ii. The budget is better spent on improving the quality of NYRO publications including the newsletter, flyers and application forms. Naomi is awaiting quotations for two-colour black and green printing.
- iii. Reviews and other NYRO material will appear in *The Recorder Magazine* winter 2006 issue.
- iv. A journalist, Gerald Haigh, attended the Birmingham playing day and is preparing an article for the *Times Educational Supplement*.
- v. Jeremy Burbidge of Peacock Press is willing to circulate flyers with *The Recorder Magazine*, also to print them.
- vi. The new website is progressing, but not yet ready (Naomi). The old website will be discontinued and replaced with a holding page (Andrew).
- vii. The next newsletter will include much of the material that will appear in *The Recorder Magazine*.

#### 8. Policy

- i. Future course fees will be non-refundable after the date when the second and final instalment is due. Players and parents will be advised to have insurance to cover emergencies.
- ii. Existing Criminal Records Bureau certificates will be accepted if copies are supplied. New certificates will be requested (through Making Music) for staff who do not have them.

#### 9. Finance

- i. Rosemary tabled the account for the 2006 course and highlighted significant items. There was a surplus of £1454 compared to a projected deficit of -£74 and a 2005 surplus of £982. Compared to the budget, £1263 was saved on advertising and £1041 on the educational visit. The projected sale of 250 CDs was too optimistic and should be scaled back for next year. The cost of CD production is increased because of the need for a double CD for 2006. A cancellation had been received after accommodation costs had been charged by the school. If late cancellations are received in future, they should not be refunded and participants advised to have insurance to cover emergencies. 227 concert tickets were sold, against a budget of 280. Programme sales were few, 60 out of 300 printed. There were fewer programme advertisements than expected; they might be increased in future. Office costs were significantly increased.
- ii. Rosemary also tabled the 2005-2006 account, which is in balance, however this is based on balances and detailed transactions obtained over the phone from Alliance & Leicester. When the printed bank statements are received, the accounts will be

audited and forwarded to the SRP Treasurer. The transfer of the account to NatWest is in progress and will provide a better service in future.

- iii. The budget for 2006-2007 depends on the accommodation cost, still to be decided.

#### 10. 2007 summer course, 22 to 29 August

- i. The 2006 music staff will be invited for 2007: Eileen Silcocks (NYTRO conductor); Helen Hooker, Marion Scott and Ross Winters (tutors); Patrick Richmond (assistant tutor, subject to feedback from Patrick on his role in 2006).
- ii. The 2006 Matron and house staff can be invited again.
- iii. The course fee needed to be fixed earlier and had been agreed by email as £415, a small rise.
- iv. There are no suitable schools in the Newcastle area. Pocklington School near York at £24 per person per night and Ashville College in Harrogate at £18 both have good facilities and will be inspected by Naomi during the October holiday. (Since the meeting, Ashville has withdrawn its offer). Two hours will need to be scheduled for the journey to the concert in The Sage, Newcastle.
- v. The Sage will list the NYRO concert in their own brochures, sell tickets at 10% commission, sell merchandise at 15%, and provide stewards and technical back-up.
- vi. There is a "health and safety" limit to the number of players on stage in hall 2 with instruments, music stands and chairs. This may be resolved by NYRO and NYTRO performing separately on stage and the combined orchestra beforehand in the foyer. Chamber music could then be included in the hall concert.
- vii. There will be no soloist.
- viii. The programme will be prepared well in advance with notes about all rehearsed pieces. An additional A4 sheet will list the works to be played in the concert.
- ix. Applications to date are lower than expected. Possible reasons were discussed. Naomi will send out a 'comfort' letter to remind players to apply and to reassure them that the concert will be shorter and start earlier to allow plenty of time to get home, and to emphasise opportunity to play in a concert venue of considerable quality.

#### 11. 2008 course

- i. The dates need to move back to avoid term in the majority of English state schools and were agreed as 27 July to 2 August.
- ii. The preferred location is the English Midlands..

#### 12. 2007 Easter course

- i. Location – English Midlands
- ii. Tutors – Colin, Ross, Marion
- iii. Course fee - £195
- iv. Tutor fees - £400, matron fee £175.
- v. 4 house staff
- vi. Accommodation costs are assumed to be no more than £25 per person per night.
- vii. There will be no auditions to attend. Grade 4 or above will be required.
- viii. Auditions on the course will be offered to those wishing to attend the summer course.

### 13. ICRO UK

Colin has suggested that the UK host an International Congress of Recorder Orchestras following two such congresses in the Netherlands. He has circulated a questionnaire to UK orchestras. The replies so far say that to interest players there need to be playing opportunities. Since there is now a gap in the schedule of SRP festivals in 2008, perhaps ICRO might be combined with an SRP festival. This will be discussed with the SRP committee.

### 14. Other business

A few T shirts and sweat shirts with logo and slogan will be produced for sale.

15. The next meeting: will be on Friday 26 January 2007, again in Dianne's house.

16. The meeting closed at 5.00 p.m. with thanks to Dianne for her hospitality.

### *Action list.*

Administrator's job description (Naomi)

Staff feedback (Naomi)

Letter to potential applicants (Naomi)

Guidelines for house staff (Naomi & Dianne)

Birmingham playing day 2007 (Naomi)

London playing day (Naomi)

Letter to Birmingham Conservatoire (Andrew)

Policy on instrument loan (Andrew)

NYRO publications (Naomi)

New website (Naomi)

Website holding page (Andrew)

2007 Easter course (Naomi)

CRB checks if required (Naomi)

Audited accounts 2005-2006 (Rosemary)

### *For SRP committee (Andrew)*

Administrator's job description

Instrument purchase

ICRO/festival 2008