



The Society of Recorder Players

Registered Charity No. 282751, SC038422

President: Jonathan Dove

MINUTES OF TRUSTEE MEETING Sunday 24th September 2023 by Zoom at 9.30 am

PRESENT:

Jim Grant	Chair	Rod Callow	Trustee
Val Giltrow-Tyler	Secretary	Steph Sutherland	Trustee
Erica Crabtree	Treasurer	<i>Until lunchtime</i>	
Penny Clarke	Membership Secretary	Caroline Jones	Musical Adviser
Jill Taylor	Trustee	Alyson Lewin	Musical Adviser
Debbie Nicholas	Trustee	<i>From 12.10</i>	

1. Welcome and Apologies

The Chair welcomed the SRP Trustees and Musical Adviser, with a special welcome to Liz Bassett in attendance as an observer, as prospective next Secretary.

2. Conflicts of Interest

No conflicts of interest were declared at the start of the meeting.

3. Minutes of previous Trustees' meeting

3.1 The draft minutes of the meeting held on July 23rd 2023 were approved.

Proposed Penny Clarke **Seconded** Debbie Nicholas

Carried, with one abstention from the Chair, who had not been at the meeting

4. Matters arising from July minutes

4.1 Item 4.1 The Chair shared some correspondence from Jerry Burbidge indicating that a pdf version of *The Recorder Magazine* would appear to cost in the region of £4 (a saving of less than £1 per issue), should we choose to take that route.

4.2 Item 6.2 Details of the use of funds in the Philip Cole Bursary Fund were sent to all Trustees with the draft July minutes.

4.3 Item 7.5 No SRP members had been able to take advantage of free tickets to the NYRO summer concert, but Trustees hope that the offer might be repeated in future years.

4.4 Item 7.6 Jill Taylor reported that the second commissioned piece from the Edinburgh Festival had been successfully distributed to branches and affiliated groups via players at Recorder Summer School, with only 4 copies needing postage. Jill was thanked for taking this job on – a good example of the goodwill within the recorder network.

5. Any Other Urgent Business

The Secretary referred to some additional items that she wished to raise later as part of her report, but, in fact, time precluded any of these being mentioned.

6. Treasurer's Report

6.1 The Treasurer had sent a brief report of the financial situation, a statement of balances and an overview of transactions. Some adjustments to the end of year statements will be required to include GiftAid, Festival surplus and interest allocations, as well as the branch accounts.

6.2 The Festival surplus, when there is one, is split four ways between the organising branch, WBF, central funds and as an honorarium to the Festival conductors. This had been agreed in February 2020, but this was the first year when this process could be followed. The appropriate sum had been transferred to the Festival Treasurer to distribute to the conductors, and an equal contribution of £40 to all had been made.

6.3 One of the conductors has asked Trustees to consider a different distribution in future years, based on the number of sessions carried out, as some conductors took more sessions than others. It was acknowledged that our conductors are no longer all amateurs, but that the allocation was an honorarium, or a gift, not based on the time covered, and not a payment for services. Festival conductors do receive expenses from the Festival account, but understand that there can be no payment for their services when invited.

6.4 Each Festival is different, and it would not be appropriate for Trustees to decide on the allocation method. Festival goers appreciate the fact that so many conductors happily give their time, and they welcome the opportunity to sample different conductors, and that they can follow up with invitations to invite them to branch events.

6.5 The Festival organisers' guidance notes should be updated to include a process for handling the allocation. Once the Festival account has been completed, should there be a surplus, the Festival Treasurer should notify the Trustees, who would then authorise the appropriate allocations.

Action: Secretary and Treasurer to review elements of the Festival organisers' guidance

6.6 Fifteen branch accounts have been submitted; these are due by mid-October, to allow sufficient time for auditing.

6.7 The Treasurer suggested that the current auditor may wish to stand down, and a nomination for a replacement would be required at Conference.

The Chair thanked the Treasurer for her reports and the massive amount of work that she does for SRP, which is much appreciated.

7. Secretary's report

7.1 The Secretary had circulated a report on administrative matters, and updated the Trustees on some of these matters at the meeting.

7.2 The website has been running slow, and the Treasurer had approved a small increase in the fee paid, which should improve the performance settings.

7.3 The draft Trustee Report for the charity regulators had been circulated to Trustees for comment. One correction was made. The Trustees were thanked for their contributions.

Action: Chair and Secretary to finalise the report prior to signing in February.

7.4 The Secretary summarised the discussion at the July Trustees' meeting about a proposed process for appointing a new SRP President, by promoting a Vice President, and also referred to an additional proposal from a member.

7.5 In response to a question, the Chair explained that the President is largely a figurehead, who we hope would promote the recorder, and SRP, in line with the SRP charitable objectives. Previous post-holders have had differing skills and have approached the role in different ways. Some have composed to commission or judged competitions, etc. but he was unaware of a job description.

7.6 The Trustees spent some time discussing the role and requirements before considering who to approach and invite. The Secretary was then tasked with approaching the Trustees' preferred candidate.

Action: Secretary to invite preferred candidate to consider taking up the role.

Action: Secretary and Chair to discuss the protocol for an announcement to members.

7.7 It was agreed that a list of past Presidents should be on the website.

Action: Secretary to create and post a suitable document

7.8 Nominations for Honorary Life Membership were discussed; these are awarded to persons who have given distinguished service to the Society. As a result, it was agreed that Mike Wilkinson would be proposed at Conference.

Action: The Chair will confirm that he is willing to stand.

7.10 The Secretary reported that the extended scheme for extra, post-pandemic, Pastoral Visits would expire in August 2024. To date, 13 branches have been able to book up all 5 visits, 6 have booked up just one and 3 branches have booked no visits. Branch officials would be encouraged to use these opportunities whilst available. For 2024-5 the system will revert to the normal one annual visit per branch, although exceptions could be considered by application to the Secretary.

7.11 Over the summer Trustees had spoken to members that they met about ceasing publication of the printed membership list, and the consensus was that the amount of work involved in producing a printed document was not justified by the limited benefits. Not all members agree to be listed, so it is never an accurate list, and it becomes out of date quickly.

7.12 It became apparent that old lists are retained by some members, and may also have been passed to non-members.

Action: Secretary to write to branch officials, and in e-News to stop this practice.

7.13 It will continue to be possible for pdf copies of sections of the list to be made available to branch officials, subject to the approval of their own members, and to the national officers and post-holders where appropriate. Other enquiries can be directed to the Membership Secretary or to the Secretary.

7.14 Trustees will need to establish systems for providing the required information.

Action: Secretary and Membership Secretary to check website and joining/renewal forms to remove reference to the printed list, but add anything appropriate for branch officials use.

Action: Secretary to initiate a review of the SRP Data Protection Policy

Action: Membership Secretary to discuss implications with the IT team.

8. Report from Competition Administrator

Sarah Bronnert, Competition Administrator, attended after lunch for this item, and for the relevant part of the SRP expenditure review.

8.1 Arrangements for the 2023 SRP/Moeck Competition continue to go smoothly, and some streamlining with other LIFEM events will allow some of the costs to be reduced, with a corresponding expectation of increased attendance.

8.2 Sarah explained the current costs for the three adjudicators, and asked Trustees to consider a review of these payments. Whilst it is an honour to be asked to adjudicate, a lot of time is required to listen to and report on each entry, as well as for judging the finalists. It was noted that adjudicators travelling from abroad can lose paid employment on travel days, although this can sometimes be balanced by performing opportunities at LIFEM. It is not easy to get comparable costs from other events, but some guidance was taken from teaching rates at the Conservatoires and from conductors' fees at other recorder events.

8.3 Erica reminded Trustees that, whilst entrants pay a registration fee, this is only a small contribution; the expenses are part of SRP's charitable work.

8.4 The role of the chair of adjudicators is now less administrative (as Sarah does a lot of this) and so the core fee for the chair was not increased; the chair of adjudicators will receive £600.

8.5 A modest increase to the "per entry" element of the adjudicators' fees was proposed, and approved by Trustees, and the other judges will receive £500 plus an extra £15 per extra entry over the initial 10 entries.

Proposed Val Giltrow-Tyler **Seconded** Jim Grant **Carried** unanimously

8.6 The Treasurer confirmed that the increased costs of the competition administrator (2 full years), increased prize and adjudicators' fees can be met by money in the Arthur Ingram fund.

9. Update on SRP Festival 2024

9.1 Mirjam Morat (Festival Treasurer) attended for this item, and summarised the charging arrangements by Monmouth School, and the consequent proposed attendance costs.

9.2 The on-site accommodation is to be split between the girls' and boys' sites, and the costs are such that 2 nights' bed and breakfast have to be booked and paid for by each resident participant.

9.3 Erica confirmed that she had seen the budget, and understood these calculations. Money is available to provide a float for the initial deposit when required.

9.4 The Festival events will take place on the girls' site, and the Conference will take place, on Friday afternoon, in the girls' school hall. Timing for the Conference will be limited by teachers' training (and hence parking) before it starts, and providing a timely meal when it ends.

9.5 John Hawkes has completed the commissioned work, and there was discussion about the printing arrangements; it has been written to be performed as a quintet for those who have no large instruments, but the Festival copies, and those provided for branches and affiliated groups, should contain parts for the larger instruments, and the Welsh harp, as this was how the piece was conceived.

9.6 Booking should open at the end of October.

10. Membership Secretary's Report

10.1 Penny reported that the last year ended with 1,319 members, similar to the numbers in 2016/7.

10.2 23 branches have started to enter about 460 branch member details onto the database.

10.3 The new online renewal facility for affiliated groups works well, and Penny wished to thank Anthony Hall and Rob Bristow for their work on this. 23 groups have already renewed, and received an automatic receipt, and subsequently their insurance document.

10.4 Following the earlier discussion around ceasing the printed membership list, Trustees were asked to consider if and how corporate membership could continue. As there are only currently 2 corporate members, this was deferred for further consideration.

11. Report from Walter Bergmann Fund

There was no report from Walter Bergmann Fund sub-committee, as the next meeting is in November, but it was noted that about £5,000 had been added to the fund from donated contributions made for second-hand music and instruments taken to Recorder Summer School and the Summer Recorder Festival (SuRF).

Action: Secretary to thank Moira and Mark Usher for their generous efforts in enabling this sizable donation.

12. Report from Workshop Co-ordinator

There was no report from the Workshop Co-ordinator, except to record that the 100th Workshop had now been booked up.

13. Report from SRP News Editor

Jean Campbell had submitted a short report, which the Trustees received with interest.

Action: Secretary to co-ordinate list of names of people who might help inform Jean about how the SRP/Moeck competition started will be passed on.

14. Annual Review of SRP Expenditure

14.1 The Treasurer had provided some notes and forecasts to inform this review.

14.2 There is no requirement to increase the travel and accommodation rates.

14.2 It was noted that workshop costs always exceed the income, but this is part of the charitable work of the SRP.

14.3 No increase in workshop attendance or tutor fees was offered this year, pending further information to consider an increase next year.

14.4 Expenditure on pastoral visits has been higher this year, as branches catch up with their allocation, but funds are available for this, and no increase to the payments was proposed.

14.5 The previously notified increase in the cost of producing *The Recorder Magazine* required an increase in the member subscription. The Treasurer's forecast predicted that an increase to £30 for the full membership would be sensible to propose at Conference 2024.

14.6 A lengthy and lively discussion about the value of membership followed, as an increase in membership fee may deter renewals, particularly by those who do not value the provision of the magazine.

14.7 Some members need to be reminded that SRP membership is a contribution to running the SRP charity, and that the *The Recorder Magazine* comes as a part of that. The element of membership that pays for *The Recorder Magazine* is a considerable reduction on the cover price. Providing alternative membership options without *The Recorder Magazine* would significantly increase the cost to SRP for those members who wished to take it, aside from complicating the membership process. This matter will be considered again by Trustees.

14.8 It was noted that there is not, and cannot be, consistency in the way that branches manage their element of branch subscriptions, but allowing players to pay regularly as visitors is not encouraging membership.

15. Dates of Future Meetings

Saturday 25th November 2023, by Zoom, probably all day now

Sunday 25th February 2024, in person, all day, at Downend Folk House in Bristol

Friday 22nd March 2024 – Conference – 4.30 (to be finalised) at Monmouth Girls' School

The meeting ended at 5.16pm