

CCB: Meeting 06/07/2022

Opened: 6:58pm by Tony

Present:, Murray, Rebecca, Kris, Tony, Cheryl, Kerry, David, Gus, Geoff

Apologies: Kevin

	<u>Discussion</u>	<u>Outcome</u>
Previous minutes of Committee Meeting held on read <u>Business Arising from Minutes</u> <u>Correspondance</u> <u>IN</u>	Confirmation of previous minutes. No discussion Tony informed the committee that an extra \$10 is now being paid to the hire of The Senior Citizens Centre. 4.1 Request to perform at Camden Park House on the weekend of 17/18 th September. Bunnings BBQ is on the 17 th so we can play on the 18 th . Murray to ask Barbara to get in touch with Edwina. Kerry mentioned that Bunnings were having activities leading up to Fathers' Day. Due to previous commitments the committee has decided not to pursue.	No reply
<u>OUT</u>	4.2 Tony wrote a letter to CCDB about the wanting to borrow or purchase from them a EEb 4 valve Tuba Murray can get a second hand one for \$1500 which is very cheap as a new one can cost \$20000. Murray also mentioned that he will pursue to borrow one from Southern Brass David expressed his concern that the band plays without the bass line Gus moved a motion that the band buys this EEb tuba. Seconder-Geoff Kerry gave an opinion on our aims in the competition. Murray said that these would be	

<p>Treasurer's Report</p>	<p>beneficial to the development of the band and the underlying sound</p> <p>See attached report</p> <p>Moved- Rebecca</p>	
<p>MD Report</p>	<p>Seconded-Kerry</p> <p>Murray had three areas of concern.</p> <ol style="list-style-type: none"> 1. Some members didn't turn up to play in Camden as they felt they didn't rehearse the playout book pieces. Murray heard second hand. 2. Young member of the band has not returned because they felt intimidated by older members. Older members need to encourage younger members, they have lost resilience due to COVID. 3. Registration is important for upcoming performances whether you are going to be there or not. There are still 6 members that aren't registered with the Band Assoc. They need to before the State Championships. <p>Accepted by Geoff</p> <p>Seconded by Cheryl</p>	<p>Please speak to Murray or the committee if you have any concerns.</p> <p>Asking the committee to be vigilant. Looking for a member to be a mentor, a go to person if there are problems.</p> <p>Forms sent out to those members</p>
<p>New Business</p>	<p>8.1 Proposal to perform at Oran Park Shopping Centre</p> <p>8.2 Membership fee will be a straight fee of \$200 to be paid by the end of February.</p> <p>Members will be invoiced and a reminder will be sent if the fees have not be paid. There will no longer be a \$10 later fee.</p> <p>8.3 New design banner is black with white writing, white fringe. There will be 45 ordered the cost is \$1600.</p> <p>8.4 Murray is working on the concert for both Gulgong and the RSL. The later will be a joint concert with Leichhardt Celebrity Brass</p> <p>8.4 Kris will get in touch with organisers in Gulgong, Rebecca will organise Trybooking and create QR Code to go on the posters</p> <p>8.5 Murray is trying to make both concerts with similar pieces to lessen the workload. Busy time with Remembrance Day there as well.</p>	<p>Murray and Tony to investigate</p>

<p>Any other business</p> <p>Date for next Committee meeting</p>	<p>8.6 Murray also mentioned that we are registered now to participate in the State Championships on August 27th. Band members need to register on the website so Murray can work out seating plan which needs to be submitted.</p> <p>8.7 All instruments are now out of Cheryl's placed and in the band trailer. Murray to get instruments out of Robert's shop this week</p> <p>8.8 Allocation of discretionary funding for band executive, MD and publicity officer etc</p> <p>Grant money for workshop to entice young member will be rolled over until 2023.</p> <p>Wednesday, 3rd August @ Murray's Place</p>	<p>Murray will service all instruments</p> <p>Seek approval for over \$300 use your own discretion for amounts under \$300</p>
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Meeting closed by Tony at 8:26 pm

Minutes prepared Kris Took

Camden Community Band

Director of Music report

JULY 2022

Our development of our contest repertoire continues at a satisfactory pace and its pleasing to see improvement each week, its also good to see how our skills are carrying over into other charts that we play, as we get some pieces out that were once impossible that are now playable, it is to the credit of our membership that this is happening.

Two items have been brought to my attention that cause some concern to me:

Firstly, I have heard that several players refused to attend our recent playout in Camden as they were not happy that the playout books were not fully rehearsed beforehand. The purpose of the playout book is to have a resource that does not require extensive rehearsal thus using up valuable rehearsal time to little effect. I am more concerned that those who feel this way did not have the courtesy to speak to me about it prior to the event. It should also be noted that the playout books and specific pieces have been on the rehearsal list in the months prior. Nonetheless, I will be taking steps to correct that prior to our next playout

Secondly and more concerning to me, is the probable loss of a young member through their perception that older members in their section made them feel uncomfortable with negative comments directed at them and others, making inappropriate comments which even though they were not directed at the player they were overheard and felt by that individual, there have been other comments passed on to myself as well. As we seek the longevity of our organisation it is vital that we continue to encourage young players to attend and join and as such I expect our adults to be considerate and encouraging to younger members as well as showing some leadership toward their development in the same way, I expect young players to treat all our adults with respect at all times.

Our Dance band is currently meeting every second week and I believe all the players are enjoying working on some unique styles of music and different formats of writing.

COS band is maintaining membership and interest whilst improving all the while, we are still looking for new members and the kids have been great in talking up the band to their classmates.

I have also gone through our Band Assoc. registrations and found a few players that we currently don't have registered, these players have been emailed a registration voucher and I hope to have this sorted in the next week

Murray

TREASURER'S REPORT 6/7/22

Financial reports

Attached - bank transactions since last Committee Meeting; Profit and Loss YTD (report balances as at 3/7/22).
Balances 3/7/22: MAC \$11,124.94, MAC TD \$7,017.50, ANZ \$535.87, ANZ TD \$13,199.59 totalling \$31,877.90

Xero accounting system

Xero is up and running with transactions since 1/7/21. Invoicing is current - fees up to Term 3, outstanding uniform sales. Automatic data feeds from the MAC are now enabled. Xero will form the basis for the FY21-22 audit.

Compliance

ACNC balance date was changed from 30 June to 31 December on 9/6/22 (thanks Gusztav) to align with the Constitution. Contact details are now the CCB "Treasurer" email account and the CCB Camden PO Box. The next Annual Information Statement is due by 30/6/23.

Public Officer was changed to Kevin on 14/6/22, effective 1/6/22 (Fair Trading).

Form A12 Annual Summary of Financial Affairs for FY20-21 was submitted to Fair Trading on 27/6/22. The next return for FY21-22 is due within one month of the upcoming AGM.

Camden Council – Evaluation Form for FY20-21 still to be submitted. A draft submission has been prepared. This annual return is due by the end of May following receipt of the grant.

The next audited accounts will be for an 18 month period ending 31/12/22.

Bank accounts

Signatories have been updated (MAC - 9/6/22, ANZ 15/6/22) - now Tony, Geoff, and Kevin, any two to sign.

ANZ have been directed to pay the term deposit into the cheque account on maturity (31/7/22). Cheque account to be closed once remaining funds transferred to the MAC.

Fixed assets, uniform inventory

Fixed asset balances 30/6/21 have been adjusted and the only item now on the asset register is the Eb clarinet purchased FY19-20. This adjustment was necessary as there was no support for the fixed assets balance in the audited accounts.

Uniform inventory will be valued and taken up in FY21-22 financial statements. Will need to liaise with auditors as some of the uniform purchases occurred in a prior financial year.

Acting Treasurer role

Now that Xero is operational, an Assistant Treasurer will need to be appointed as soon as possible and trained up in the use of Xero and other financial matters as I will be stepping down as Acting Treasurer at the next AGM and will not be available for renomination.

My initial role was to implement a computerised accounting system. That has now been done and is operational.

I will provide the necessary assistance to ensure an orderly handover of activities ahead of the AGM and request that this be prioritised.

Account Transactions

Camden Community Band Inc

For the period 1 June 2022 to 3 July 2022

Summarised		In / (out)
The MAC Savings S1	211 - Fundraising & Donations - Bucket - Playouts	96.95
The MAC Savings S1	250 - Membership Fees - Adults	420.00
The MAC Savings S1	260 - Membership Fees - Children	440.00
The MAC Savings S1	270 - Other Income	60.00
The MAC Savings S1	280 - Uniform Sales	195.00
The MAC Savings S1	404 - Bank Fees	(0.60)
The MAC Savings S1	425 - Gifts & Presentations	(70.00)
The MAC Savings S1	430 - Hall Hire Fees	(450.00)
The MAC Savings S1	475 - Xero Licence Fee	(612.00)
The MAC Savings S1	610 - Accounts Receivable	350.00
		429.35
The MAC Term Deposit I4 240 - Interest Income		<hr/> -
ANZ Business Extra		<hr/> -
ANZ Term Deposit	240 - Interest Income	<hr/> -
Net movement for period		429.35

Profit and Loss

Camden Community Band Inc

For the period 1 July 2021 to 3 July 2022

Account	1 Jul 2021- 1 Jul 2022
Trading Income	
Fundraising & Donations - Bucket - Playouts	637.40
Fundraising & Donations - Other	110.00
Fundraising & Donations - Raffles	175.80
Grants Funding	1,500.00
Instrument Hire	75.00
Membership Fees - Adults	8,460.00
Membership Fees - Children	3,070.00
Performances	4,550.86
Uniform Sales	1,815.00
Total Trading Income	20,394.06
Gross Profit	20,394.06
Other Income	
Interest Income	57.96
Interest Income Accrued	(29.07)
Other Income	160.00
Total Other Income	188.89
Operating Expenses	
Bank Fees	(4.65)
Conducting Fees	4,000.00
Disposal of Fixed Assets	265.39
Gifts & Presentations	1,675.64
Hall Hire Fees	1,430.00
Insurance Expense	1,400.00
Licences & Registrations	672.00
Stationery & Postage	290.65
Uniform Expense	3,323.65
Website Expense	845.85
Website Expense Prepaid	744.30
Xero Licence Fee	612.00
Total Operating Expenses	15,254.83
Net Profit	5,328.12