

CCB Committee Meeting 7/02/24

Opened: 6.58pm by Tony

1. Welcome by Tony

Present: Tony, Cheryl, Kris, Scotty, Kerry, Murray, Kris, Geoff Apologies: Rebecca, Gus

	<u>Discussion</u>	By
2. Previous minutes of Committee 6/12/23 Meeting read by Kris.	Confirmation of previous minutes moved by Cheryl, seconded by Kerry	Kris
3. Correspondence	Out: A letter to Michael Freeland MP will be sent thanking him for the flags. Kris to fill in Band Assoc. survey when it comes.	Tony
<u>4. Business Arising</u>	Hats: Akubra and hats in that style will be sought. Samples will be purchased and best prices sought for 60 hats and these will be shown to members. Members to make a final decision. Accessories for the flags will be purchased from The Scout Shop as they had the best deals except for the base. Recruitment of members who do not play to carry the flags at the marches.	Geoff/ Kerry
<u>5. Treasurer's Report</u>	See attached sheet. Moved by Scotty, seconded by Geoff. Insurance has increased and treasurer is now a public officer	Scotty
6. MD's Report	See attached sheet. Moved by Tony seconded by David. Murray's report is also planning suggestions for 2024 and beyond. This was discussed in other business.	Murray
7. Other Business	Changes for the committee dealing with band member concerns	Tony/Murray

A process where the member sends a letter to the secretary first. The secretary will then acknowledge receiving the letter via email and the concern or input will be put to the committee if urgent or necessary.

There needs to be representation in the band. The executive and four ordinary members do a lot. Possibility of increasing the ordinary members who have special skills to fill the gaps.

There will be a form to find volunteers for the upcoming concert, social and fundraising events, publicity. We want to encourage members to play a role not just play. Take ownership of the band.

Moved by Scotty, seconded David

Here are some suggestions discussed by the committee.

- Increasing communication
- QR code
- Etiquette of the band at the beginning of each year
- Helping at big events
- Running sheets so members are aware of what is going on
- Volunteers to carry the flags
- Concert committee
- The committee will develop a concert plan
- EOI for anyone who like to help in any way
- Kris to create a survey which will be available on the website.

AGM is March 19th . Eva has been invited to chair via an email.

General letter will be sent to members of the upcoming AGM.

Meeting closed 8.15pm

Minutes prepared by Kris Took

Committee

Camden Community Band

2024 goals discussion paper

Theme: Be More than a player

Aim: To increase members involvement, engagement, and ownership of band activity, beyond that of simply playing an instrument

Background: Our band has approximately 70 players listed as members, together with parents, supporters and partners, this means we have over 100 people capable of involvement yet in reality there are around a dozen who actually do things regularly, we need to grow that number to take the burden from those that already work hard for the band.

Committee level: if we take out the executive (President, Vice President, secretary, treasurer, and Director of music) we have only four representatives from all bands, research shows that a ratio of one committee member to ten ordinary members provides optimum communication and representation and does not make the committee top heavy. Therefore, I suggest we increase our committee by 3 ordinary members and when those members come on board, they are assigned an assistant's role (assistant to the secretary, assistant to the treasurer etc) so they have a chance to learn the workings of the band and are able to keep things running smoothly in the event of a member being absent or resigning.

Each committee member should have a role to play and be able to report to the committee what they are doing with that role rather than waiting for the committee to make a decision or give a direction, each member should be feel empowered to approach band members and ask for their help in whatever activity they are involved in.

Ordinary Member level: there are many members with talents and abilities other than playing their instrument, yet we often don't hear from them until it is too late, our sub committee survey we did showed a few sparks of interest and this would be a good place to start by talking to these members and getting them started with tasks.

As events emerge, there is always a need for members to set up chairs, banners, stands etc so we need to call for volunteers and direct them as to the tasks at hand, this can also include setting up and packing up rehearsals etc. again, a few people do a lot of work whilst many watch, we need to engage them.

Should we set up a register of skills we can call on?

For each concert, there should be a To do list and members should be recruited to those tasks. Ideally they should be responsible to a committee member so they can ask for assistance or report back to

Social/Fundraising events: On a number of occasions, members have suggested we organise a social event or fund raising event, however, this gets lost in the year as we get busy, it would be good for certain events to have a social aspect (e.g. we play down the main street on a Saturday and perhaps then meet nearby for a group lunch)

Ensemble engagement: We currently have four ensembles in CCB: Concert Band, Dance Band, COS, Marching band we have the capacity to have and use small groups or specialized groups that may engage in the community (nursing homes, senior citizens etc) autonomously as part of CCB, these

groups should be run by members supported by the committee and encouraged to use the time when dance band is not on.

We need to grow our smaller ensembles (particularly kids) this can only be done by building a relationship to the schools of the area....who has the time or interest to make contact. If we run a workshop as has been discussed we need to get information out and into the schools early in the term.

Community Engagement: I constantly see events occur or see members attend events that the band could easily perform at, yet we don't seem to find out until its too late, we need members to feel they can suggest the use of the band or part of it (smaller ensemble) as part of our community engagement.

This year, it was great to see Macarthur Singers receive recognition on the Australia Day Awards, next year should be our turn

Publicity: Are there avenues we arent utilising? We have good online engagement, but coming up to our concert, how can we increase that through publicity with council, retirement villages etc

Balance Sheet

Camden Community Band Inc As at 31 January 2024

31 JAN 2024

Assets

Bank

The MAC Savings S1	16,298.17
The MAC Term Deposit I4	7,031.54
Total Bank	23,329.71

Current Assets

Accounts Receivable	7,520.00
Shares	5.00
Inventory - Uniforms	1,432.80
Total Current Assets	8,957.80

Fixed Assets

Furniture & Fittings	569.00
Less Accumulated Depreciation on Furniture & Fittings	(106.69)
Music Instruments	12,351.64
Less Accumulated Depreciation on Music Instruments	(2,850.30)
Motor vehicle - trailer	1,200.00
Less Accumulated Depreciation on Motor Vehicle - Trailer	(1,200.00)
Office Equipment	299.00
Less Accumulated Depreciation on Office Equipment	(22.43)
Total Fixed Assets	10,240.22

Total Assets	42,527.73
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Liabilities

Current Liabilities

Member fees paid in advance	200.00
Total Current Liabilities	200.00

Total Liabilities	200.00
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Net Assets	42,327.73
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Equity

Accumulated Funds	34,158.73
Current Year Earnings	8,169.00
Total Equity	42,327.73

Account Transactions

Camden Community Band Inc
 For the period 1 January 2024 to 31 January 2024

ACCOUNT	RELATED ACCOUNT	NET
The MAC Savings S1	250 - Membership Fees - Adults	400.00
The MAC Savings S1	415 - Conducting Fees	(1,575.00)
The MAC Savings S1	470 - Website Expense	(96.00)
The MAC Savings S1	610 - Accounts Receivable	200.00
The MAC Savings S1	610 - Accounts Receivable	200.00
The MAC Savings S1	610 - Accounts Receivable	200.00
The MAC Savings S1	610 - Accounts Receivable	200.00
The MAC Savings S1	610 - Accounts Receivable	400.00
The MAC Savings S1	610 - Accounts Receivable	120.00
The MAC Savings S1	610 - Accounts Receivable	200.00
The MAC Savings S1	610 - Accounts Receivable	200.00
The MAC Savings S1	610 - Accounts Receivable	200.00
Total		649.00
Total		649.00

Profit and Loss

Camden Community Band Inc
For the year ended 31 December 2024

2024

Trading Income

Membership Fees - Adults	7,400.00
Membership Fees - Children	2,040.00
Uniform Sales	400.00
Total Trading Income	9,840.00

Gross Profit 9,840.00

Operating Expenses

Conducting Fees	1,575.00
Website Expense	96.00
Total Operating Expenses	1,671.00

Net Profit 8,169.00