

## **Agenda for Arco Iris Committee Meeting 25 August 2015**

**Host: Asnat**

**Present: Asnat, Josefina, Mark B, Matt, Chris, Celine, Hester**  
**Apologies: Hannah, Charlie, Ahu**

**1) ROMP** - Minutes have been ratified for July

**2) Actions completed by committee members**

**Events (Ahu and Mark):**

- See past and future gig section

**Secretary (Hester):**

**Musical Co-ordinator (MC) tasks (Matt):**

- New Wednesday sessions *a review! (See point 5)*

**Treasurer (Charlie):**

**Chair (Asnat):**

- Organising photo shoot (*see point 6 below*)

**Instruments Officer (Chris / Hannah):**

- Surdo stands research – *shelved for now*
- *A massive thanks to **Hannah** for fixing all our drums for us, though – great job!*
- Chris and Celine clearing out the Bathhouse cupboards – *Boxes have been cleared, with old and unused costumes offered to the band, with those that weren't taken going to a charity shop. So we now have more space! Good job well done.*

**Costumes Officer (Celine):**

**Webmaster (Josefina):**

- Scrapbook update *Fina to speak to Adam to see where we are with this, and find out where the 10<sup>th</sup> Arco Anniversary scrapbook is – we will try and scan this when we get it back so it can go online and be seen by everyone.*

**General Members:**

**3) Recent Events / Gigs:**

- 24-26 July – Barefoot Festival. (*Managed by Asnat*). A fantastic gig this year. Really nice flexible gig times, a good band (24 drummers) and a stress-free gig for all. Would like to go again, organisers really friendly and feedback great.
- 8-9<sup>th</sup> August – Wells Carnival. (*Managed by Chris (and Hester)*). Really lovely as ever, organisers great, parade fun and camping and beach wonderful!
- Sat 15<sup>th</sup> August – Arco summer picnic. Lovely day in the sunshine by the river. Nice chance for everyone to get together and relax without the drumming. Thanks to Celine for providing poi and games, and all the hula hoops and things to play with!

**4) Upcoming Events**

- 4-6<sup>th</sup> September – Lodestar *Simon to manage with help from Asnat*. Simon has things very well organised. We are now doing one set a day, which is better, and the timings are easier for the band to make it to.
- 12 September - Relay for Life – *Chris has agreed to manage*
- 13 September – Bridge the Gap – *Mark B is going to manage*
- 19 September – Great Dunmow Carnival – *Mark B is going to manage*
- 26 September – Oxjam Busk – *Hester is going to manage*
- 31 October – Halloween Party – *Chris and Fina to look into venues and / or gigs*
- 07 November – Addenbrookes Fireworks
- 05 December – Mill Road Winter Fair

**5) Wednesday (pre-practice) Workshops** We've had 6 sessions now, which have been really popular with great feedback – so a MASSIVE thanks to Matt for all his work. It was voted that we should book in another 6 sessions to carry on with the leaders workshops and instrument training workshops – they've been really well received and Asnat is going to speak to Malcolm to try and organise. New people have been trying leading, and also trying new instruments at practice following the workshops. The new workshops are going to continue to be a combination of leaders and drum skills workshops

**6) Arco Calendar** Happening on 30<sup>th</sup>. Need to recruit people on Wednesday to come along. Calendar to be available to everyone.

**7) Gig managers** We're really short of gig managers outside of the committee at the moment, with only 3 gigs managed by non-committee members this year. This puts a lot of strain on the committee and especially our wonderful events team (who are managing way more than they should), which in turn makes it hard to organise and accept gigs. People who are organising the local gigs in particular should speak to people who have expressed an interest in managing, and get them to help with running these gigs so they can help out and get a feel for how things happen.

**8) Clarification of payment system for half practice attendance, and Arco membership perks** Asnat to reply to Margaret regarding the membership perks, in line with what's on the website. Regarding half-payment for workshop sessions, it was argued that £0.50 is too little to pay for an Arco session, though if people paying the 'waged' subs can pay half for a practice then it was also argued that the 'unwaged' shouldn't be made to pay proportionally more. This raised the issue of whether people should be able to pay half subs irrespective of how long people come for – as our subs are still relatively incredibly low, and the Bath House rates are going up - though this is something that needs to be decided by the band. Charlie is to put together a proposal regarding subs, which will be discussed at the next committee, and then put to the band at the next AGM.

**9) Ratification of Health and Safety Policies** We are still happy with the policies for:

- Health and Safety
- Vulnerable Adults
- Child Protection
- Code of Conduct

and we have ratified these, with minor amendments. Asnat and Hester are happy to be named persons for the Code of Conduct policy. The remaining policies are still managed by the people named in the November minutes. These are to be reviewed and the names of the responsible people are to be amended to current committee members after the next AGM.

**10) AOB:**

- Josefina has handed out role descriptions for all the committee roles that have sheets already. These are to be reviewed and updated before the next committee meeting. There are currently no documents for Chair or Musical Co-ordinator, so Asnat and Matt may make brief notes for these - with general things that are done rather than a prescriptive 'to-do' list – though it is possible that a verbal handover may be preferable, so that the notes are not considered to be too prescriptive.
- Keys to the bathhouse – Matt would like to have a pair of keys, as he is there every week, and with the early workshop sessions that he's running it makes sense for him to have access. He has been given Mark B's keys in the short term, and there was discussion as to who else should be given keys, as it is useful to have two pairs of keys (with Steph and Charlie) in close proximity to the Bath House. In the short term, Matt will take Steph's set of keys until the Wednesday early sessions are over. Again, key holders can then be re-assigned by the new committee following the AGM

- Arco Christmas Party – the band needs to start organising this, as it was left too late last year, and finding venues was difficult. Volunteers to help organise this will be asked for from the band at Wednesday practice. Approximate budgets from the last few years, and previous venues will be compiled as a guide to help with this, but it would be nice to involve the band in organising this.

**Meeting adjourned at: 9:30**