

## **Minutes from Arco Iris Committee Meeting 13 January 2015**

### **Host: Hester**

Present: Hester Carter, Charlie Nurse, Chris Johnstone, Mark Brealey, Asnat Doza, Matthew Manley, Josefina Gil Moya, Celine Giry.

Apologies: Ahu G. Parry, Ian Parry, Hannah Jones

### **1) ROMP**

- The minutes from the previous meeting were ratified by the committee

### **2) Actions completed by committee members**

#### **Events (Ahu and Mark):**

- Research into international gigs – Berlin (Jan/Feb) and Netherlands (June/July)
  - The Netherlands festival is apparently very small, and only one day. It was decided that it was too far away and too expensive to expect band to get there for such a small gig.
  - Berlin Karneval is for Berlin bands only, so probably couldn't perform as Arco - may not want to do it anyway. Left for now, as not suitable for this year, but in future should speak to Christoph (Asnat has contact) if we want to follow this up
  - Charlie pointed out that the distances must be taken into consideration for all these international gigs, as regards the time it would take (and the cost) for getting the drums there
- Cardiff Encontro. 2-4 May 2015.
  - Need to fill in a form to play, for which we need to know who is going to what classes.
  - Accommodation £72 per person for two nights.
  - 2hr workshops generally £8-10
  - Can have 2 x 20 min busking slots and the chance to play in the large busk with everyone on the Monday.
  - Celine to contact Colin to discuss whether he could take us to Cardiff (and Liverpool – see future gigs), and if so how much it would be. Will need to look into logistics of getting there if this is not possible, and decide how much we want to contribute to individual's expenses.

#### **Secretary (Hester):**

- Learn constitution [Done!](#)

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

- Organising band workshop - Happening Saturday 17<sup>th</sup> January. See also [upcoming events section below](#).
- Leaders meeting – This is going to be organised for after the workshop and Bremen. Newer leaders not been about much recently. Some topics have been broached in weekly leaders emails (not leading pieces for too long etc.), but will be discussed when the meeting takes place. To include leaders who have expressed an interest in leading but who have not done so yet.
- Introducing new pieces – decide whether there needs to be a limit to how many pieces can be introduced at once. Ongoing - to be managed by Matt. Score sent to committee for new piece (Uncle Ernie) so we can see how this suggestion works and if it helps in practise. Suggestion was made that only people leading current Arco pieces can introduce new pieces to avoid introducing too many new

things at once! Procedure to be discussed and introduced after the leaders meeting.

- Possibility of J.P. Courtney interested in doing a workshop later in the year To be looked into following planned workshop
- Weekly emails to leaders to confirm that someone will be present for the whole of each Wednesday practise. This has been introduced
- Decide how band members can be helped to improve their leading skills. To be discussed in leaders workshop (as above)

#### **Treasurer (Charlie):**

- Keyholder, and has been opening door for practise on a regular basis. Charlie will email round the keyholders when he can't make it. This is happening
- Contact St Matthews School with regards venue hire for our workshop (more details under agenda items) Done, no availability for this workshop. An option for future workshops (however more expensive than USC).
- The treasurer is to provide a short report on the band finances every second committee meeting. Summary of January report in separate committee point below.

#### **Chair:**

- To be main point-of-contact with Malcolm (Bathhouse Manager) with regards entering the bath-house outside practise times. This is happening.
- Try to keep meetings on track and get things wrapped up by 10:30. Yes, however see AOB re: start times.

#### **Instruments Officer – not present, all actions postponed**

Selling old surdos (currently with Adam). To be sold via sealed bids (members only) – if no interest to be sold on e-bay with notice going to the band so they can buy them if wanted.

- Price up what's needed with respect to spares (instruments, drum heads, straps etc)
- Tune instruments regularly / before big gigs.
- Research costs for surdo stands.
- Possibly work to train people who express an interest in drum care to help out.
- Timba heads needed, and slight split in skin of one low surdo. Need to check what we have and what we need, and order soon.

#### **Costumes Officer**

- Play with stencils, see if they're any good! Unsure about how good they will look. Possibly to be continued...
- Reorganising instrument cupboard, getting rid of unused and ratty costumes. Ongoing
- Get bathhouse key off Ruth - done

#### **Webmaster (Josefina)**

- New members section for the band on the website with for example instructional videos (ongoing action) Videos done for caixa, hep and surdo and are being approved by those in the videos. To be sent to Musical Co-ordinator for final approval and then these can be uploaded to join the timba videos already online. Other instruments to be done as and when possible.
- To give updates to the committee and band to keep them informed as regards what is posted online. Being done.
- Some pages on the internet need updating, as some references to the age of Arco players needs changing in line with our policies.

### **3) Recent Events / Gigs:**

- **Mill Road light switch-on – 15<sup>th</sup> November, 4:30pm.** Lovely to do local gigs, and good band turnout - rubbish light show but was fun for the band, although there were slight issues as the drums couldn't be collected before the gig. Have been asked to do this again this year, and have been told that we can have a slightly later slot, though we don't want to play too late and risk possible noise complaints.
- **T-shirt and hoodie customisation workshop, 23<sup>rd</sup> November.** Good feedback, was good afternoon and people got a lot done / out of it. Stencils with t-shirts etc introduced to good effect.
- **Rag parade – 29<sup>th</sup> November.** Didn't happen as organisers didn't have correct permissions.
- **Mill Road Winter Fair – 6<sup>th</sup> December.** Fun as always. Important to keep on good terms with Malcolm to get drums, as they were kept in the front room this year, which worked very well. Drums tuned pre-gig by Ian and Matt which made things sound great and which was appreciated. At the end of the parade it wasn't clear where the band was supposed to go. For ALL future parades we need to make sure leaders know the route of the parade in advance (to be discussed by events in the lead-up!).
- **Addenbrookes gig – 7<sup>th</sup> December.** Very lovely gig, Arco made the gig special and it was enjoyed by all, in spite of the rain and early start! Neighbour complaint (11:00), as no notice given before gig of timings and playing times / durations. If we are asked to do this gig again next year then gig managers should check that the organisers are notifying the neighbours (or at least make sure that Arco are further from residential houses on the route).
- **Norwich Party – 13<sup>th</sup> December** Lovely party, good to meet up with people for other bands. Was stressful managing, in spite of support from events, trying to get drivers and lifts organised, and enough sign-ups. May possibly clash in future with Arco party, but can be discussed when dates are known for next year.
- **Christmas party (see earlier) – 20<sup>th</sup> December** Great party, so thanks to Ahu and Ian for organising (and providing the entertainment!). Some people would have liked it to go on later, however it might be difficult finding a venue where we can do this. Future parties need to be planned earlier as it was a rush to organise – should be started by this year's committee in August / September. There were some requests that it be held not quite as close to Christmas, as some were already away.

#### 4) Upcoming Events

- **Workshop – Saturday 17<sup>th</sup> January.** All organised, and great sign-up (~30 people). Charlie has made payment for venue. Matt, Laura, Charlie and Nell to run teaching workshops. Stepped access to building and rehearsal rooms, but no-one signed up who needs the access this time. A vote was taken as to whether people teaching the workshops should pay the workshop fee this Saturday only – majority vote was that they shouldn't be asked to pay, as they were teaching not learning. This was a vote for this workshop only, and can be discussed further in future committee meetings.
- **Bremen 6-9<sup>th</sup> Feb.** 21 people signed up so far. Drivers (Miguel and Ian Gooden) and leaders are confirmed. Accommodation to be the same as last year. Cambridge Circus invited to join us for the parade (if they paid for themselves) but no takers for this – was a good idea but organised too late. Celine to email with regards costume ideas for a classic circus theme. Miguel will be able to help Ahu with organisation if required. Bremen to pay €250, there is a suggested €5 fee for accommodation, and people have been asked to pay £10 for luggage to go in the van, which will help cover costs.

- **LGBT gig – Monday 2nd Feb.** Only 5 people signed up as a Monday lunchtime, so not doing it this year.
- **Liverpool – 17-19 July.** Email from Laura summarising costs of previous years and offering to manage Liverpool Carnival this year. Need to discuss with Colin (as per earlier point), but all present have voted to go ahead with planning for Liverpool – it is always a band favourite. Asnat to email Laura and say we're happy for her to start looking into the logistics, and go ahead with it if we can organise transport. There was a point raised that we need to decide how many full weekend gigs there are in a row, and not book too many, though others don't mind lots of weekends away.
- **Drogheda – 26-28<sup>th</sup> June.** This is happening this year, and events have been in touch with Brian.
- 4<sup>th</sup> July weekend has options for multiple gigs: Norwich Mayors Parade, Newmarket Carnival, and it is also the Big weekend Cambridge the same weekend. Events to email asking if we can play at the Big Weekend, if not Newmarket is preferable due to distance and cost of getting band to Norwich (especially weekend after Drogheda)
- Events looking into attending Secret Garden Party again this year, but no response yet from the organisers.

#### 5) **Treasurers Report.** Charlie has provided a report for the committee:

- The old bank account is going to be closed. Any bounced cheques will be reissued on the new account, but no cheques have been issued on this account since Aug / Sept so hopefully there won't be many of these.
- Charlie has re-organised the Moneydance website to make things clearer with regards what is coming in and going out, and for what, which should help for the future.
- Local mileage payments are going to be grouped into larger payments, to avoid issuing lots of cheques for tiny amounts.
- In order to improve accountability, the possibility of getting someone (with appropriate accountancy knowledge) to unofficially "audit" our accounts at the end of the year, prior to the next AGM, was discussed. To be looked into and discussed further at other committee meetings - no immediate action to be taken.
- New attendance sheet done – Wednesday nights account for about 60% of income, so a better record needed. Need to make a note of all sales. People need to stick to rota so that everyone helps with subs etc.
- Unpaid invoice from September gig (£400) still unpaid. Charlie to chase.

#### 6) **Scrap Book**

- Started being made for 20<sup>th</sup> birthday, 2 years ago – would be good to complete!
- Charlie to email Adam (who currently has it) and find out where it is / in what condition, so people (currently unspecified!) can finish it off.

#### 7) **Committee Communication**

- If actions are required on emails to the committee the sender needs to give the committee around 2 days in order to reply in most circumstances, and make sure there is a majority vote before any action is taken. Asnat is going to confirm the outcome of the vote at the end of this period.
- If quick action is needed then the chair and secretary should be informed, so people can be contacted by phone/text if necessary to get a vote passed.

- If there is a specific deadline then let committee members know.
- Emails also need to make it clear if a vote is needed either way – though to allow a vote to be cast then all should respond, even if just to say that they express no strong opinion.

## **8) AOB.**

### **Josefina:**

- A open page on Facebook is being worked on, which will provide information on practise times, and give contact information for people wanting to book us for gigs! Will keep the existing private page private, and run this in addition to it.
- Wednesday practises are starting later and the breaks and announcements are getting longer. Prompt starts to be encouraged by leaders, and Asnat to email round to people to encourage people to get there on time.
- Josefina to send round a reminder of the importance of wearing earplugs.
- Committee meeting announcements also discussed – Asnat to email the band in advance of each committee meeting so people can email anything they want discussed.
- In line with keeping the band informed about what's happening, Josefina is going to email the band when the previous month's ratified minutes have been uploaded to the website.

### **Chris:**

- Chris has volunteered to look at photos from the Arco archive to put on the public facebook page.
- It was agreed that photos for this page need to be generic images of the band and drums - no close-ups of people, but whole band shots.
- Upload pictures of public events only, images taken from private events must not be used.

**Matt:** (Query regarding workshop leaders paying for workshop, included with other workshop decisions).

### **Asnat:**

- Can't be at committee meetings on Mondays, Tuesdays or Fridays until 8:15 - 8:30 (unless at Asnat's house), so if held elsewhere on these nights then meetings will begin slightly later.

**Meeting concluded at: 10:27.**