



## 1. Introduction

1. Welcome to the 8th RMIT Music Committee Meeting (02-06-2014)
2. Meeting begins at 5:22pm
3. Attendees:
  1. Present: Aaron, Lauren, Andrew, Geordie, David, Cate, Rhiannon, Trent, Damien
  1. Late:
  2. Apologies: None
  3. Absent: Lettisia
4. Quorum (6 people from the committee) established

## 2. Confirmation of Previous Minutes

1. Minutes from: 25-05-2014
  1. Moved: Geordie
  2. Seconded: Cate
2. Publication
  1. No objections
  2. Secretary to do

## 3. Business Arising from the Previous Minutes

1. Re-asset list, everyone needs to be aware that there is a plan in motion to ensure that all assets are to be logged and photographed by Jenny at the Chamber Orchestra Library day
2. Damien discussed the possibility of collective creation at rehearsal, see report
3. Move the rest of the action plan to the next meeting

## 4. Reports

1. President's Report
  1. Appendix A
  2. UNIONE membership products have been approved and are ready to use
2. Vice President's Report
  1. Appendix B
  2. Aaron Gallegher is going to take over as the Vice President as of 6/6/2014
  3. Guide to Vice President on the drive ready to help out new members
3. Treasurer's Report
  1. Appendix C
  2. Our funding went in. Had a meeting with Katie and the amounts awarded to each outcome for both collectives
  3. Cate Reader is going to take over as the Treasurer as of 6/6/2014

4. Guide to Treasurer on the drive ready to help out new members
4. Secretary
5. Band Reports
  1. Chamber Orchestra
    1. Appendix D
    2. Collective formation:
      1. Forming a separate collective is not necessary at the moment, but it is possibly something to raise in the future. Jenny was apprehensive about the idea of four streams of funding and the potential idea of a reduction of funding for the collectives as a whole.
        - i. However, the funding is generally independent of each collective, despite an implicit association
      2. It is something that is certainly to be moved forward, a discussion with Katie Paine, RMIT Link Arts Collectives Officer is advisable in any case
  2. Concert Band
    1. Appendix E
  3. Flute Ensemble
  4. Recorder Ensemble
    1. Appendix F
  5. ROCS
    1. Appendix G
    2. Cables in the music room is currently a safety hazard, a longer extension cord is going to be put in place to solve this issue
  6. Stage Band
  7. Ukulelified
6. Musical Director's Report
  1. N/A
5. **Agenda Items**
  1. Camp
    1. On performances:
      1. Ballan Market is a possibility for the Saturday, given that it is a 30 minute drive from Camp. We should contact the Ballan Lions Club for a possible performance
      2. We might have a rehearsal portion for the Saturday rather than having performances, there may be some issues with scoring and confidence. However this is something to look at closer to the date
      3. Rhiannon and David may not be there on the Friday day portion, which will present another potential issue

2. The date and location has been confirmed meaning that we can go ahead with the sign-up form, and product
3. Transport and logistics:
  1. We will need the option of 'I am willing to be a driver to take people/equipment' and then we need to know what time they leave; either with the bus or after work
  2. We need to update the public transport option with a specific option, not a generic one. We could phrase it as you can take public transport, but you will take the ones that we have selected.
  3. The public transport option relies on when we arrive at camp and should be after 5:30pm. We should aim to get people to arrive at 7-7:30pm and be ready for pick up
  4. Leaving times from the city are reliant on the school performances
  5. Shopping should happen shortly after we are allowed on campsite
  6. Two buses are probably required and therefore two drivers will be required. Frazer and Yass may be ideal for this, if they are available. Anyone over 25 year is ideal, but anyone on their full licence is required. Maybe Scott or Andrew, could be another option
  7. Anyone who ticks 'I am willing' button will be put on notice
  8. It might be a good idea to have a cut off date for guaranteed sign ups, and then have a conditional sign up afterwards stating that they may have to take public transport to and fro
4. Pyjamas is the camp theme
5. Next rehearsal camp could be at the RMIT Link Ski Lodge, which may be cheaper, and can be
2. Committee Induction
  1. Change the name from docs to drive
  2. The induction sheets have the email and password to link in with other processes
6. **Other Business**
  1. Lauren has made a template for submissions to the programme
  2. Asset list
    1. A further discussion is to be had over what we actually own and what we have custodianship over. We need to find out what will be under our influence for what we use but is not ours, and what we actually own. i.e. the tables, the chairs and the piano, etc
  3. Computer labs
    1. We should ask Denise for authorisation for use of one of the computer labs around the hall
  4. Piano

1. The piano appears out of tune again. We should make sure we have it tuned a minimum of once per year, depending on if we are awarded funding for it. Strings stretch, leading to the piano tuning to be out of tune again
5. Bank signatories
  1. A motion was heard and carried to have the bank signatories changed to David Garrick (President), Cate Reader (Treasurer), Rhiannon Dawlings (Secretary), and Melissa Delaney (RMIT Link Arts Senior Arts Coordinator)
  2. Trent Howard Motions
  3. Lauren Ritchie Seconds
7. **Next Meeting Proposed for 5:30pm, 30/6/2014**
  1. Meeting Closed at 6:25pm

## **Appendix A**

**Role:** President

### **What has happened:**

- Booked the camp-site tentatively
- Uploaded the Chocolate invoice onto the drive, and payment should be worked out by the meeting.
- There was a collaboration event which collectives discussed things that might occur, such as a camp, fundraising events for that camp, collaborative efforts, showcases, etc. Geordie will be able to elaborate further.
- I have relabelled the music stands using a silver marker which has appeared in the room (after I bought it).

### **What is happening:**

- Had a look at the Moorabool City Council website, for Community events happening in Bacchus Marsh during the Camp Weekend. There is a Market day during the morning on Saturday. Item to be discussed during the appropriate agenda item.

### **What will/could happen:**

- My final exam this semester is Wednesday the 18<sup>th</sup> of June, so I should be able to start reviewing the process document on the 20<sup>th</sup> perhaps, or the weekend of that date.
- I will also be reviewing the Constitution as there may be gaps between the two documents that will need to be addressed as confirmed knowledge rather than just assumed knowledge from current and former committee members.
- I should probably organise a meeting with Katie, regarding next semester and the role that Arts can play in better advertising our events and offering more support to us for our programs/outcomes.

**Appendix B**

**Role:** Vice President

**Past Events:**

None to report

**Upcoming Event:**

None to report

**Other:**

## **Appendix C**

**Role:** Treasurer

**Bank Balance:** \$6248.5

**Income:** since 25/05/2014 \$

\$450.05 cash deposit from Concert (raffle and after party entry)

\$3,175 Concert Band funding (including \$500 base funding)

\$1468 RMIT Music funding (including \$500 base funding)

**Expenses:** since 25/05/2014 \$0.00

**Upcoming Cost:** None

**Reimbursements:** None

**Other**

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## **Appendix D**

**Role:** RMIT Chamber Orchestra Representative

### **Attendance:**

How many attendees have you had over the past x weeks?

We return on 30<sup>th</sup> of May for rehearsal.

We had 5 attend, no violinist.

Is this good, bad or stable?

It was expected for a low turnout due to end of semester assignment rush. But I was expecting more than what we had. Luckily one of the flutes turned up halfway through rehearsal to cover a violin part.

### **Musical decisions:**

Any additions or removals of pieces?

N/A

Any other notes on musical decisions.

We will have been experimenting with repertoire over the next few weeks.

We got 'Jesu Joy of Mans Desiring' to work for the first time in a while, (jokingly) bring up the possibility to preform that with the choir.

### **Performances:**

Has your ensemble done any?

N/A

If so how were they?

N/A

Do you have any coming up?

We in tend to perform at Open Day and during Week 1 around campus for awareness of the collective.

### **General comments:**

Any other general insights or interests from your ensembles?

Jenny was not enthused about forming our own collective but said it was possible in the future. She said we need regular attendance and an ongoing concert schedule similar to rocks, in other words something to show for the group.

So as a group we will not be following this matter further until we are satisfied that both conductor and representative agree.



**Appendix E****Role:** Concert Band**Attendance:**

How many attendees have you had over the past x weeks?

None, we are on break for the next few weeks.

Is this good, bad or stable?

Not Applicable

**Musical decisions:**

Any additions or removals of pieces?

Currently looking for pieces for semester two.

How is the scoring of the ensemble, top heavy, bottom heavy, section heavy, etc?

Not Applicable

Any other notes on musical decisions.

None

**Performances:**

Has your ensemble done any?

None

If so how were they?

Not Applicable

Do you have any coming up?

None

**General comments:**

Any other general insights or interests from your ensembles?

None

Has anyone come to you with committee business?

None

## **Appendix F**

**Role:** Recorder Consort

### **Attendance:**

How many attendees have you had over the past x weeks?

None, we are on break.

Is this good, bad or stable?

None, we are on break.

### **Musical decisions:**

Any additions or removals of pieces?

Not really applicable now

How is the scoring of the ensemble, top heavy, bottom heavy, section heavy, etc?

Not applicable

Any other notes on musical decisions.

Not applicable

### **Performances:**

Has your ensemble done any?

None

If so how were they?

Not applicable

Do you have any coming up?

None

### **General comments:**

Any other general insights or interests from your ensembles?

On break still

Has anyone come to you with committee business?

None

## **Appendix G**

### **Attendance:**

#### **How many attendees have you had over the past x weeks?**

We had a 1 week break after the Showcase concert on May 16<sup>th</sup>. The last rehearsal we had (May 29<sup>th</sup>) we had roughly 18 people.

#### **Is this good, bad or stable?**

Less than usual, but I suspect this is due mostly to it being week 12 of uni and everyone having assignments due. It's still a good turnout.

### **Musical decisions:**

#### **Any additions or removals of pieces?**

Nothing for this reporting period.

#### **How is the scoring of the ensemble, top heavy, bottom heavy, section heavy, etc?**

We're always in need of more male voices but we did recently acquire a new bass.

#### **Any other notes on musical decisions.**

Since we don't have any more concerts for this semester, we're focusing on our favourites and our standard/AICSA (Australian Inter-Varsity Choral Societies' Association) repertoire so that our newer members will be up to speed, so to speak.

### **Social sides:**

#### **Has your ensemble been doing anything social over the between meeting periods?**

Dinner at pub after rehearsal, some members attended the after party of the Showcase concert.

### **Performances:**

#### **Has your ensemble done any?**

SEH Awards Ceremonies

#### **If so how were they?**

Fantastic. We received great feedback from Ash and the Pro-Vice Chancellor thanked us all personally. We we're mic'd up for the Science and Engineering ceremonies since the found it hard to hear us during the Health Awards Ceremony. Everyone performed to a high standard and represented both ROCS and RMIT Music well.

#### **Do you have any coming up?**

Nothing for this semester. I will be meeting with author Matthew Lang to potentially organise a cabaret concert (tentatively titled 'Get Your ROCS Off!') soon. Matthew was the person responsible for us getting the performances for the Queermance Writers' Festival earlier in the year.

### **General comments**

#### **Any other general insights or interests from your ensembles?**

#### **Has anyone come to you with committee business?**

A number of members have expressed concern over the trip-hazard presented by the cables/power-board on the floor near the tables. We've had a couple of

near-misses. Would it be possible to move them? Perhaps underneath the table or somewhere a little more out of the way.

- Next rehearsal we will write the cheque for RMIT Music for the Science Awards Ceremony.