



## **1. Introduction**

1. Welcomed to the 2<sup>nd</sup> RMIT Music Committee Meeting (05-03-2013)
2. Meeting Begins at 5:40pm
3. Attendees
  1. Present: Lauren, Trent, Frazer, David
  2. Apologies: Bridget, Tim, Declan, Damien, Geordie
  3. Quorum not satisfied, any decisions, confirmations, votes and resolutions made are not binding
    1. Now referred to as 1<sup>st</sup> RMIT Music Committee Discussion Transcript

## **2. Confirmation of Previous Minutes of the Previous Minutes**

1. Minutes from 1<sup>st</sup> Meeting (08/02/2013)
  1. Moved by Frazer
  2. Seconded by Trent

## **3. Business Arising from the Previous Minutes**

1. None

## **4. Reports**

1. President's Report
  1. Disappointing turn out to 2<sup>nd</sup> Committee Meeting
  2. Submitted News item to myRMIT
  3. The wombat at Brunswick was cute, the snake not so.
2. Vice President's Report
  1. Confirming pizza for Friday
3. Treasurer's Report
  1. Receipt book for those that request it is in draw
  2. Funding room has been released
    1. Due first week of April
    2. Will bring draft
4. Band Reports
  1. Recorder Ensemble
    1. 2 members consistently attending
      1. Duets planned for Orientation – City Campus
    2. Return of a previous member
    3. Planning Concert Programme for the Birthday Spectacle
  2. Orchestra
    1. Concern for overall numbers
    2. Incorporate into string Ensemble rehearse
    3. Maybe should consider non-part specific scores
5. Musical Directors Report
  1. Very disappointing turn out in general
  2. Retention of new players is key, especially in Concert and Stage band

## 6. Secretary's Report

1. July minutes from last year may be lost for good
2. All other outstanding minutes accounted for

## 5. Agenda Items

### 1. Orientation

1. Brunswick attended by Geordie, Damien, Trent, Lauren (briefly)
2. In review- it was hot, cute animals, Trent cannot hula-hoop
3. Three expressions of interest
4. Improvement for next year- identifying sign
5. Room booking has been extended for meet and greet
6. Lollies for the stall
  1. Minties? Something red and black as well
  2. Must be self contained units, if going ahead

### 2. Camp

1. Bus booked
2. Packing list needs to be created
3. Cost \$50 for students \$60 for non-students, \$10 deposit in cash or full amount through direct deposit
4. Packing list to be created

## 6. Other Business

### 1. Minutes going public

1. Remain professional
2. Questioned of if anyone else outside of the committee reads them
3. Meetings themselves are public except when asked to be private or sealed
4. ROCS to determine how they deal with their minutes independently of the RMIT Music Collective however continue to submit minutes as per the constitution (to Secretary)
5. May need to be published on UNIONE once system is up and running
6. Create motion in under 2-Confirmation of Minutes of motion to publicly publish minutes
  1. Must pass unanimously, otherwise vote on redacted parts

### 2. Flyers

1. Draft received from Skye
2. Amendments
  1. Change of bullets from up and down triangles to “>”
  2. Alphabetise group list
  3. Correct spelling
  4. Make website font same size as e-mail
  5. Replace “Like” with “Join” in reference to Facebook

### 3. Vinnie's Band

1. Key and access and issue as no spare key
2. Is of no convenience
3. Would need to pay full fee for Semester, \$20.00 per player per Semester
4. All promotion to feature Link Arts Logo and RMIT Music Logo

### 4. Printing and photocopying

1. Trent and Lauren now have “e” codes numbers to allow for printing and photocopying
5. Facebook event setup
  1. Refer to Committee Facebook group for details
6. UNIONE
  1. Trent and Lauren met with Melissa
    1. Will allow for different method of tracking members
    2. Allow to purchase membership, camps and polos online
    3. Arts still to learn finer details then pass on how to create club
7. Written Room agreement
  1. Informal written and oral agreement
8. Written Procedures
  1. Will change with introduction of UNIONE
9. One amp is broken
  1. Not; Roland, Bass or Marshall
  2. Possibly the Yamaha, will be tested first
10. Poster Run
  1. Lauren is free on Wednesday
  2. Trent suggests that 2-3 people minimum is a good number for a poster run
    1. David concurs
  3. Check how many ROCS members are free
  4. Use a chimera/hybrid of the Orientation flyer and Skye's Banner design
    1. Musical motif from banner onto bottom of flyer
11. Email Signature
  1. Remember to always sign off in addition to what is in the contents of the message
  2. Try to find a way to make the signature follow the message it is attached to, not the bottom of the thread
12. Link Arts Meeting – Funding points
  1. Confirm if Personal/Professional Development can be counted towards an outcome
    1. Practices
    2. Workshops, training and technical seminars
  2. Ask a general question of the likelihood of groups funding this type of outcome
  3. Lauren and Trent to attend
- 7. Next meeting proposed for Thursday March 14<sup>th</sup> at 5:30pm**
  1. Discussion topics for the meeting:
    1. Orientation Review
    2. Camp
    3. Concert
- 8. Action Plan:**
  1. All members:
    1. Attend meeting, where possible
    2. Read minutes
  2. Frazer
    1. Draft Funding application
  3. Trent
    1. Piano Tuning and Amp Checking