



ANNUAL GENERAL MEETING 2017 of The Regals Musical Society Inc.

MINUTES

WHEN: Monday 13th February 2017 to commence at 7.00pm

WHERE: Coronation Hall, 23 Barden St, Arncliffe NSW

MEETING CALLED TO ORDER & OPENED BY THE CHAIR: 7:10pm, 13-02-2017

CHAIR: Peter Sharratt - President.

PRESENT:

Management Committee:

Peter Sharratt - President (PS)

Julian Batchelor - Vice President (JB)

Kathryn Skelsey - Secretary (KS)

Paul Morrison - Treasurer (PM)

Others (alphabetical by surname):

Veronica Bray-Saville, Lorna McGee, Cheryl Morrison, John Morrison, Kenney Ogilvie, Keely Soulsby, James Swain, Bernadette Wallace.

1. APOLOGIES

Management Committee: Jenny Lowe - Members' Representative

Others: John Plaege, Julie Stanton, Ruth Voss.

2. MINUTES FROM THE HALF YEARLY MEETING (Wednesday 17th August 2016)

- Printed copies of the Minutes were tabled and distributed to all present. A review of the Minutes was presented by Peter Sharratt, President.

Motion: That the Minutes of the Half Yearly Meeting (HYM) of The Regals Musical Society Inc. on 17-08-2016 be accepted as a true account of the meeting.

Moved: John Morrison

Seconded: Veronica Bray-Saville

Motion Carried unanimously.

3. BUSINESS ARISING FROM MINUTES

- Nil.

4. CORRESPONDENCE

- Printed copy of Correspondence Incoming and Outgoing since the HYM was tabled and distributed to all present. **See Appendix 1.** Review presented by Kathryn Skelsey, Secretary.

5. BUSINESS ARISING FROM CORRESPONDENCE

Discussion About MailChimp Email Patron Campaign List:

- E-newsletter regularity and content - Sent approximately once a month since MailChimp implementation in August 2016; announcements and publicity for auditions, 42nd Street, Bare, AGM and Regals members' picnic.
- Campaign list membership - 1800 people currently on mailing list. The total list members must remain below 2000 to avoid service fees. List sourced from migration of patrons from PatronMail prior to its closure, and selected members (filtered by geographic proximity) of SABO list were added prior to The Regal's "Your Favourite Things" concert.
- Cheryl Morrison asked a question about list member duplications. KS responded that MailChimp purportedly removes duplications automatically by email address, but this has not been verified.
- PS asked a question about response rate. KS reported that MailChimp provided stats of emails opened and links clicked, and that on average at least 22% of e-newsletter emails were opened. PS proposed that we test the currency of membership with a lure (eg. offer free ticket in header, then state claim conditions in the body of email) to analyse response rate.
- KS would like to contact those list members whose email had hard-bounced to ask for their current email address, but this task requires time, and would benefit from volunteer assistance.

Nomination of Life Members: to be addressed in section 8 below.

6. REPORTS

Vice President (Julian Batchelor):

- JB emphasised that The Regals' Management Committee would like to have more people on the committee to share the load and add perspective to decision-making. Noted a gradual decreasing number on the committee from 6 to 4 over the last couple of years.

Treasurer (Paul Morrison):

- Printed copies of 2016/2017 Statement of Financial Position tabled and distributed to all present. **See Appendix 2.** Review presented by Paul Morrison, Treasurer.

Opening balance = \$18,883.75 and closing balance = \$3956.30,
therefore a loss for the period 01/01/2016 - 31/12/2016 = \$14,927.37.

This loss is not as bad as it looks because;

- The Regals have serviced \$2000 of legal fees and \$916 of scout hall bill,
- The Regals paid bills that were existing at the start of the financial year,
- Most losses were in the first six months, with only about \$1000 loss in the past six months period which is commendable considering there was no show in October (due to Barnum cancellation).

The Regals' Financial position was assisted by;

- Profits from the "Your Favourite Things" concert in October 2016 which was well supported.
- The generous understanding of the Barnum cast. Many of the cast absorbed some of the costs (eg. circus training equipment), and few requested refunds of show levy and membership fees.

President (Peter Sharratt):

- President's Report read and expanded upon by Peter Sharratt, President. **See Appendix 3.**

7. BUSINESS ARISING FROM REPORTS

- PS added that we have had help from some of the cast mums.

-PS noted that committee communications entail monthly committee meetings and informal contact by email, Facebook group, phone and individual catch-ups. The committee are happy to accept new nominations tonight.

- KS thanked Kenney Ogilvie (graphic designer) and Hannah Barn (social media co-ordinator) for their publicity support of 42nd Street.

8. SPECIAL BUSINESS - NOMINATION OF LIFE MEMBER

- Constitution statement: Life Membership is awarded in recognition of outstanding services given to the Society for a period of at least five years.

- The Regals' Management Committee have decided to make a special effort to acknowledge worthy and eligible past and present Regals members by awarding one life membership per year.

Member Nominated: VERONICA BRAY-SAVILLE

- A nomination letter from Paul Morrison had been submitted in writing. **See Appendix 4.** The nomination letter was tabled and read by Peter Sharratt at the AGM. The nomination was voted upon and accepted unanimously by all the present members.

- Veronica Bray-Saville was presented with a Regals "Life Member" badge by Peter Sharratt, President. Veronica was given the opportunity to respond during which she noted that The Regals were like a second family to her and her children.

9. GENERAL BUSINESS

Motion: That selected wording in The Regals' Constitution be changed to remove the stipulation that membership payments be made by cheque, and that this be amended to acknowledge currently available payment technologies such as electronic bank transfers.

Moved: James Swain

Seconded: Kenney Ogilvie

Motion Carried unanimously.

10. APPOINTMENT OF RETURNING OFFICER

- Keely Soulsby

11. ELECTION OF MANAGEMENT COMMITTEE FOR 2016

- All positions vacated as per requirements of The Regals' Constitution 2008.

- Nominations were submitted as follows;

President: Peter Sharratt

Proposed: Julian Batchelor

Seconded: Kathryn Skelsey

Vice President: Julian Batchelor

Proposed: Peter Sharratt

Seconded: Veronica Bray-Saville

Secretary: Kathryn Skelsey

Proposed: James Swain

Seconded: Peter Sharratt

Treasurer: Paul Morrison

Proposed: Veronica Bray-Saville

Seconded: Julian Batchelor

Members' Representative: Veronica Bray-Saville

Proposed: James Swain

Seconded: Paul Morrison

Members' Representative: James Swain

Proposed: Paul Morrison

Seconded: Kathryn Skelsey

- All of the above positions were consented to by the nominees, voted upon and accepted unanimously by the members present at the AGM.

- The positions of Social Convenor, Publicity Officer and additional Members' Representative(s) remain vacant.

12. OTHER BUSINESS

- Kenney Ogilvie asked a question about The Regals' Mission Statement or direction. PS stated that the sole priority of the society is to put on financially viable shows that will attract audiences, to ensure the survival of the society. The committee has been considering the most effective ways of doing this, which include;
 - choosing shows with a realistically large cast,
 - choosing shows that people to want to see,
 - the reintroduction of children's shows that attract family audience members and grow the society's talent base,
 - choosing shows that require less resources (minimal venue hire, sets, props, costumes).
- Cheryl Morrison offered the suggestion of a Christmas Pantomime.
- Discussion continued about the possibility of using smaller, free venues, and the current position of The Regals' relationship with Bexley RSL and Rockdale Town Hall.

13. RECONFIRM APPOINTMENT OF PATRONS

Motion: That the appointment of The Regals Musical Society's patrons - Helen Zerefos, George Moore & the Mayor of Rockdale - be reconfirmed.

Moved: John Morrison

Seconded: Paul Morrison

Motion Carried unanimously.

Meeting Closed by the Chair: 8:00pm, 13-02-2017

Minutes approved by:

Peter Sharratt
PRESIDENT
The Regals Musical Society Inc.

Appendix 1: Correspondence

CORRESPONDENCE (to be tabled by Secretary at AGM 13-02-17)

Incoming:

- Account Statements (StGeorge, Westpac).
- Invoices, Statements of Account (Show Expenses).
- Librettos (Barnum).
- Stage Whispers magazine.
- Public Liability & Voluntary Workers Personal Accident Certificates of Currency.
- Flyers, ticketing information about various local musical societies' shows, requests to advertise auditions and shows.
- Rockdale City Council - Carols by the Sea.
- Inquiries about participation in our shows' orchestra, auditions, and back stage crew and management.
- Ticketing inquiries for shows; 'The Boy From Oz', 'Barnum'.
- Membership forms.
- Association of Community Theatre updates.
- Promotional, advertising and fundraising opportunities.
- Business property real estate magazines.
- Hal Leonard e-newsletter re shows for sale.
- Promotional material from other musical societies.
- Nomination of Veronica Savile for Life Membership.

Outgoing:

- Consultation with committee and publicity assistants about;
 - content of programs, flyers, e-newsletters, website.
 - advertising offers.
 - administrative and financial matters.
 - co-ordination of Barnum auditions and rehearsals.
- Librettos return.
- Regals rag e-newsletters, Facebook and website updates re events and announcements.
- Replies to inquiries noted above, provision of information and documents as required, and forwarding of inquiries to relevant people.

Appendix 2:
2016/2017 Statement of Financial Position

**The Regals Musical Society Inc.
Financials – Annual General Meeting 2017.**

**2016/17 Statement of Financial Position
01/01/2016 – 31/12/2016**

Starting Bank Balance @ 01/01/2016

\$18,883.75

Income.

Administration	Membership Fee	\$1,650.00	
			<i>\$1,650.00</i>
Barnum	Show Levies	\$1020.00	
	Bunnings BBQ	\$520.00	
	Ticket Sales	\$770.00	
			<i>\$2,310.00</i>
The Boy From Oz	Tickets Sales	\$37,204.00	
	Front of House	\$6,418.00	
	Show Levies	\$1,530.00	
			<i>\$45,185.00</i>
Favourite Things	Ticket Sales	\$2,470.00	
	FOH/Donations	\$434.20	
			<i>\$2,904.20</i>
4nd Street	Ticket Sales	\$385.00	
	Show Levies	\$1890.00	
			<i>\$2,275.00</i>
Income Total:			\$54,324.20

Expenses

Chitty Chitty Bang Bang	Royalties	\$3,292.42	
			<i>\$3,292.42</i>
Hairspray	Royalties	\$6,374.42	
	SABO Fees	\$1,591.89	
	Costumes	\$800.00	
	Front of House	\$713.33	
			<i>\$9,479.64</i>
70 th Anniversary	Bar Tab Reimbursement	\$539.37	
			<i>\$539.37</i>
The Boy From Oz	Lighting	\$8,498.00	
	Royalties	\$7,013.01	
	Sound	\$6,830.00	
	Orchestra	\$6,240.00	
	Costumes	\$2,825.85	

	Production Team	\$2,500.00	
	Front of House	\$2,271.00	
	Printing	\$1,768.00	
	Scenery	\$1,301.52	
	Graphic Design	\$1000.00	
	Rehearsal Pianist	\$920.00	
	Courier Fees	\$320.00	
	Bump-Out	\$277.70	
	Pit Singing	\$270.00	
	SABO Fees	\$258.68	
			\$42,293
Admin	Account Service Fees	\$120.00	
	Mail Subscription Fees	\$144.78	
	Merchant Fees	\$797.81	
	Insurances	\$904.75	
	Raffle Prizes	\$500.00	
	PO Box Renewal	\$126.00	
	Badges	\$369.29	
			\$2,962.63
Scout Hall Rental	Rental Charges	\$916.00	
			\$916.00
Legal Fees	Legal Fees	\$2,000.00	
			\$2,000.00
Barnum	Royalties	\$3,868.50	
	Audition Pianist	\$145.00	
	Cast Refunds	\$496.00	
	Ticket Refunds	\$770.00	
	Circus Training Day	\$800.00	
			\$6,079.50
Favourite Things	Production	\$500.00	
	FOH	\$656.57	
			\$1,156.57
42 nd Street	Perusal Material	\$32.90	
	Royalties	\$200.00	
			\$232.90
CMIYC	Royalties	\$300.00	
			\$300.00
Expenses Total			\$69,251.57
Closing Bank Balance @ 30/06/2016			\$3,956.38
Profit(Loss) for the Period			(\$14,927.37)

Appendix 3:

President's Report

Presidents Report

Shows

2016 was a year of mixed fortunes for the society. Our year started optimistically with the preparation for our May production of 'The Boy from Oz'. The show proved to be a success from both a creative and ticket sales perspective and the profits generated allowed us to make further inroads into our debts.

As always, at the end of the May season we went straight into the audition process and subsequent rehearsals for our scheduled October production of 'Barnum'. Sadly our nominated director resigned from the production team and after that (and not from a lack of extreme effort by the remaining members of the creative), development of the show was struggling to meet the deadline of opening night to a standard that one would have expected. The committee and production team voted to make the unprecedented decision to cancel the show and save the society a potential financial failure which ran the risk of placing us further into debt. We acknowledge that there was a great deal of emotion surrounding the decision however we felt we acted in the best interest of the society at the time.

In its place the society held an evening at the Town Hall featuring past and current members along with guests from neighbouring societies.

The society was well represented at the Carols by the Bay event in December as some of the younger members of the society performed selected Christmas carols well received by those that attended.

Auditions were held in preparation for our May 2017 show '42nd Street' and to date rehearsals are going extremely well and we have a high expectation that this production will be a resounding success from all aspects.

Australia Day saw selected members of the 42nd Street cast perform at the public event at Carrs Park both to entertain the crowd and of course promote the upcoming production.

Court Case

I can report that the spurious case against the Society for alleged copyright infringement has been dismissed thus relieving us of the pressure to continue to defend ourselves from a legal perspective. The sizeable legal bill that this case has left us with a debt that we continue to work with the lawyer to pay this off as spare funds become available.

Fundraising

This is the age old challenge of every not for profit group and whilst we did hold a BBQ thanks to Bunnings, we have found that the effort vs the return (less than \$1,000) is no longer worth it as we always struggle to get helpers on the day. We made a decision instead to increase the show levy for 42nd Street (and subsequent productions) by \$30 which we were very transparent about charging in the audition pack. This money was to offset the obligation of cast members to make themselves available for fundraising activities like the BBQ.

We are looking at smarter ways to attract an income and I am working with an organisation that can help us to apply for grants of which there appear to plenty that we may be suitable for. This comes at a cost and we need to make sure we have the spare funds to invest before committing.

Presidents Report

Acknowledgements

The committee has consisted of just 5 people over the past 12 months and it is a testament to their hard work and commitment that we have been able to keep the society functioning to the level it has. Thanks also to both Carol Caruso and Tania Rubin who were kind enough to coordinate the Carols event along with running errands and regularly stepping in to help when called upon.

In conclusion The Regals is in reasonably good shape despite the financial pressures that remain in place for the foreseeable future. Morale is high amongst the majority of the membership and the future remains bright as we continue to produce quality theatre and go about it in a way that is worthy of so many past members that have helped shaped the society over the years.

Tabled by Peter Sherratt
President
13-2-2017
Regals AGM

Appendix 4:
Nomination of Life Membership - Letter(s)

Paul Morrison
23 Tharawal Ln,
Waterfall 2233
0404 097 130

Nomination of Life Membership – Veronica Saville

To The Regals Musical Society Committee,

As per our earlier discussions, I would like to formally nominate Veronica Saville as a Life-Member of The Regals Musical Society inc.

Veronica has been a member for over 35 years and during this time has demonstrated an affinity and affection for the society and its members.

She joined The Regals in 1980 for the production of Mame. Whilst she has appeared on stage many times for The Regals she is best known as one of our resident Choreographers. She choreographed 12 productions for The Regals her favourites being Barnum and Fiddler on the Roof alongside Coral Hesford as Director.

Veronica was also very active behind the scenes where she undertook a variety of roles including coordinating costumes (Lil Abner & Funny Girl), Den Mother (Wizard of Oz & King & I), Stage Manager, Make-up Coordinator, attending Bunning BBQ's and Cake Stalls (She even had baking nights at her place). She has also assisted backstage and Front of House too many times to count.

Veronica returned to The Regals stage in Urinetown which along with Mame is one of her favourite productions to have been a cast member.

The Saville house was famous, if not infamous, for after show parties. During the times when after parties lasted until sunrise Veronica was one of the first to offer her place to celebrate a 'job well done'.

Veronica has been on numerous organising committees for annual dinners. She was instrumental in the success of the 70th Anniversary Gala and organises the annual Regals picnic each February.

The Regals Musical Society has benefited immensely from knowing Veronica Saville. As members we have enjoyed her zest for life and her personal goal to ensure that every person involved in a production had a fantastic time. The Society also benefitted from her choreography skills and presented many production of which she can be very proud.

Thank you taking the time to consider this nomination and I'm sure you will agree that she is a worthy candidate for Life Member of The Regals Musical Society inc.

Thank you.
Cheers,

*Tabled at Regals AGM
13-2-2017*

Paul Morrison