



## Minutes of 2015 Annual General Meeting

Held on Tuesday 23 February 2016 at Federation Estate, Greenwood Avenue, Ringwood at 8.30pm.

The President, Rob Weiss presided as Chairman of the 2016 Annual General Meeting. The meeting was declared open at 8.40pm

### **PRESENT**

41 Members of Maroondah Symphony Orchestra Inc (MaSO):

Caroline Barron, Belinda Bolger, Michael Bonsall Kendra Bousfield, Arthur Braun, Steve Burns, Alicia Donnelly, Robert Dorin, Hilary Edwards Lyn McCutcheon (Farnworth), Vincent Fazio, John Ferwerda, Judith Fox-Smith, Joella Gould, Gitta Green, Tony Hayes, Tony Hodges, Fiona Jenkins, David Keeffe, Ina Koetsier, Anne Lacey, Caitlin Lyons, Karen Martin, Elaine Neely, John Nowakowski, Geoff Oakes, Fiona O'Callaghan, Myra Peeler, Felicity Schijf, Michela Scully, Shahriar Shams, Keren Smith, Suneith Sukumar, Gerry Tan, Michael Taylor, Joshua Vandenberg, Hilton Vermaas, Tania Vethanayagam, Paul Watson, Rob Weiss.

Conductor: Willem van der Vis.

Present but not members: Amelia Boissevan, Rosalind Burns, Sze Elwood, Rachael Magnusson, Beth Marrocco, Ilona von Moller, Robert Nitti, Lauren Vos.

### **APOLOGIES**

Nil

### **MINUTES OF AGM ON 24 February 2015**

Moved: Ina Koetsier, Seconded Tania Vethanayagam that the Minutes of the Annual General Meeting of the Maroondah Symphony Orchestra Inc held on 24 February 2015 be accepted. Carried.

**BUSINESS ARISING FROM THE MINUTES OF AGM OF 25 February 2015:** The purchase of a bass drum was raised at the last AGM. The Committee has reviewed the Orchestra's percussion instruments, and will decide on purchasing either a bass drum or a fourth timpani in 2016.

### **PRESIDENT'S REPORT**

Rob Weiss presented his President's report. See Attachment 1.

### **CONSIDERATION OF THE FINANCIAL REPORTS**

Ina Koetsier tabled Treasurer's report for the year 01 January to 31 December 2015 which had been sent to members, (by email and post). See Attachment 2.

Moved Ina Koetsier, seconded Hilton Vermaas that the Treasurer's report gives a true and fair view of the financial performance and position of the Orchestra during and at the end of the financial year of the association ending on 31 December 2015 and that the report be accepted. Carried.

### **Proposed Annual Subscription and date annual subscription is to be paid**

Rob Weiss announced that the Committee recommends that the subscriptions for 2016 remain at \$200 and that it be payable by 15 March 2015. The student subscription will remain at \$20 per concert term. Moved Michela Scully, seconded Felicity Schijf that the subscriptions be \$200 for 2016. Carried. Moved Ina Koetsier, seconded Alicia Donnelly, that the subscriptions be payable by 15 March 2016. Carried.

### **CONDUCTOR'S REPORT - WILLEM VAN DER VIS**

Willem presented his Conductor's Report. See Attachment 3

### **ELECTIONS**

Rob Weiss declared all positions vacant on the Committee and conducted the election of the President. Rob Weiss called for nominations for each position separately. As there was only one nominee for each position, Rob Weiss declared each elected in turn.

#### **Committee Members for 2016:**

<b>Office</b>	<b>Nominee</b>	<b>Nominated by:</b>	<b>Seconded by:</b>	<b>Result</b>
President	Robert Weiss	Lyn McCutcheon	Elaine Ogden	Elected
Vice-President	Elaine Ogden	Steve Burns	Lyn McCutcheon	Elected
Secretary	Lyn McCutcheon	Ina Koetsier	Elaine Ogden	Elected
Assistant Secretary	No nominations			
Treasurer				
Librarian	Michela Scully	Lyn McCutcheon	Steve Burns	Elected
Ordinary Committee Member	Steve Burns	Elaine Ogden	Ina Koetsier	Elected
Ordinary Committee Member	No nominations			

Rob called for nominations from the floor for the vacancies. None were received.

Rob thanked Ina Koetsier, who is retiring from the Committee, for her service as Treasurer to the Orchestra over the last six years.

### **COMMITTEE'S APPOINTMENTS and CONDUCTOR'S HONORARIUM**

Rob thanked Willem as Conductor and Tania Vethanayagam as Leader of the Orchestra for their contributions to the success of the Orchestra. There is no need to appoint them, as these appointments are ongoing.

Rob Weiss thanked David Keeffe (Deputy Conductor), and Steve Burns (Assistant Conductor) for their leading of the Orchestra in Willem's absence and for sectional rehearsals.

**Conductor's Honorarium** - Rob Weiss outlined the Committee recommendation that the Conductor's honorarium be increased from \$7500 to \$8000 with a bonus of \$1200 (from \$1000). Arthur Braun noted that Willem is the Orchestra's greatest asset. Robert Dorin queried an increase greater than the CPI.

Moved Arthur Braun, seconded Ann Lacey that the 2016 Honorarium is \$8000 with a bonus of \$1200.  
Carried.

### **GENERAL BUSINESS**

- Ilona von Moller said that John Baldwin would like to donate the use of the George Wood Performing Arts Centre for our March concert. Rob Weiss moved a vote of thanks for this very generous donation.  
Seconded Lyn McCutcheon
- Ann Lacey queried if we make a donation to IMPSL for the downloading of sheet music, Michela Scully noted that she will be requesting the Committee to subscribe to this website.
- Rob Weiss suggested we make a donation to the Melbourne Welsh Choir for the generous use of their grand piano for rehearsals at Federation Estate, which allows us to have piano soloists.
- Karen Martin raised the need for an additional step for the risers (for woodwind) used at George Wood Performing Arts Centre. Rob noted this and Committee will explore the options.

### **Date of next meeting**

The 2017 Annual General Meeting is to be held in February 2017. Date to be advised.

Meeting was closed at 9.20pm.

Lyn McCutcheon (formerly Farnworth)  
Secretary  
Maroondah Symphony Orchestra Inc  
23 February 2016

# ATTACHMENT 1

## President's Report

Welcome all to the Annual General meeting for our 51<sup>st</sup> year of operation. Thanks to Willem, our hardworking committee and all of you, our members, we had another excellent year. The size and enthusiasm of our audiences continue to increase, resulting in another good year financially. Our biennial choral concert this time featured the ever popular Carmina Burana and with a combined choir of 150 was both exhilarating to perform and garnered many favorable comments from both our audience and participants. Yet again in November (the third time in four years!) we had a last minute change of soloist, but what a substitute! We were incredibly fortunate to have Greta Bradman step in at the last minute.

Concert scheduling continues to be a challenge with heavy demand for the George Wood Performing Arts Centre. We are very fortunate to have a good working relationship with the staff, who do their best to meet our preferred timing. The earlier concert dates introduced in 2014 still result in some clashes, and the advanced scheduling for 2016 also had some challenges due to Easter being so early and venue availability.

Our website continues to be well used and is an ongoing source of new player enquiries. Welcome to all those who have joined us in the last 12 months. Much useful information for members can be found there.

Our ongoing good financial results coupled with a grant from Maroondah Council allowed us to purchase a third timpani. There is still one more to go to complete our set of four; hopefully this will happen in 2016. We were also fortunate to have a generous benefactor associated with Yarra Valley Grammar donate the hall hire costs for one concert in 2015.

### Publicity Report (from Elaine Ogden)

This has been a highly successful year with increased attendances at all concerts resulting in increased revenue. We have also had additions to our mailing lists both online and snail mail. I believe our increased audiences are due to:

- Having Yarra Valley Grammar as our regular concert venue
- The Orchestra having a much higher profile within the community and beyond
- Programming – entices people to attend
- Quality soloists
- Having our website fully operational (giving not only concert information but also as a first point of call for prospective players)
- Having an online booking facility (TryBooking)
- Having professionally printed brochures ensuring that our clientele are aware of our year's concerts and programs.
- Offering a phone booking service for older people and those with special needs
- Increased standard of the Orchestra
- Audiences having a great rapport with Willem
- Having a wide variety of publicity outlets e.g.: 3MBS, Radio Eastern FM, RACV 'Royal Auto'
- Having Willem doing regular 'interviews' with Eastern FM

- Our combined Choral Concert – Carmina Burana. The program itself was a draw card but it also drew in people associated with the five choirs and soloists as well as those of our ‘extra’ musicians.

We are fortunate to have a wonderful team of volunteers who look after ‘the front of house’ and afternoon teas. We appreciate the amazing support of Pat Hodges, Cathy Tan, Jenny Rose, Peter and Helen Gurr, Perren Mortimer and Ken Ogden. Thanks too, to Anne Lacey who looks after the ‘snail mail’.

### **Librarian’s Report (from Michela Scully)**

It has been another wonderful year of great music making and an ever growing orchestra. My job as librarian has been relatively smooth sailing, thanks to Willem giving me plenty of notice of the upcoming repertoire for each concert. I have kept the costs down as much as I can by printing music off the internet wherever possible, and only hiring or buying music where this is the only option.

The biggest challenge for the year was organising the hire of Carmina Burana through Hal Leonard. With it being such a big work, and still under copyright, it was expensive to hire, but totally worth it considering the huge audience we had for the concert. Music under copyright provides its own set of challenges, such as not been allowed to use any photocopies. With such a large orchestra, this meant that a lot of string players had to share music and take it in turns to take the music home for practice purposes. I would like to thank everyone for their patience and understanding in this regard. Thank you also for making my job easier by rubbing out your pencil markings on any hired music we used.

So all, in all, I am very happy how the year went. A special thanks to Arthur Braun, my very reliable assistant librarian who stepped into the role whenever I was on holidays during the year. I really appreciated it enormously.

I look forward to continuing as your librarian for the coming year unless someone else wants to take on the role.

### **Committee 2015**

A huge thanks from me to our hardworking and highly effective committee. We are indeed fortunate in having a group of people who each pull their weight and together ensure that complex organism that is a symphony orchestra runs smoothly. I’d particularly like to thank Lyn, our Secretary for her efficient organisation of committee meetings, correspondence and all that we do, and Elaine, who takes on many and varied roles, as well as publicity. Our Treasurer, Ina has as always, efficiently managed our finances and ensured our bills are paid on time. Thanks too to our committee members Steve Burns and Andrew Shemmeld for their contributions.

Of course much of the credit for the success of the Orchestra goes to Willem, our effervescent Musical Director. Thanks Willem for another excellent year, and your inspired artistic leadership. My thanks, also to our Deputy and Assistant Conductors, David Keeffe and Steve Burns for filling in when Willem was away and for taking wind sectional rehearsals.

Robert Weiss  
President  
Maroondah Symphony Orchestra Inc  
23 February 2016

## **ATTACHMENT 2**

### **Treasurer's Report for 2015**

Tabled at Annual General Meeting 23rd February 2016

My report covers another successful year.

Our concert takings this year were all excellent. Once again much of the credit must go to Willem for his excellent leadership and choice of programs, to Elaine Ogden for her work in publicity and to everyone who helped in any way.

Highlight this year was our Choral Concert "Carmina Burana" which exceeded expectations both in income and attendance.

A Profit and Loss Statement and Balance Sheet are attached and have been emailed to all members.

Once again my thanks to John Lethbridge of DCA Tax and Finance for auditing these books at no charge.

Ina Koetsier  
Treasurer

**Maroondah Symphony Orchestra Inc**  
8 Greenbank Drive  
Mooroolbark Vic 3138

**Profit & Loss [Cash]**

**January 2015 through December 2015**

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Income	
Fees	\$8,585.00
Concert Takings	\$23,827.02
Refreshments Income	\$488.30
Donations	\$50.00
Sponsorship	\$800.00
Grant	\$1,000.00
Total Income	<u>\$34,750.32</u>
Cost Of Sales	
Total Cost Of Sales	<u>\$0.00</u>
Gross Profit	<u>\$34,750.32</u>
Expenses	
Bank Charges	\$4.75
Concert Refreshments	\$466.21
Concert Gifts	\$187.98
Concert Soloist Fees	\$2,200.00
Concert Profit Share	\$2,584.45
Honorarium	\$9,100.00
Insurance	\$2,011.95
Librarian Expenses	\$331.64
Music Purchased	\$1,241.61
Music Hire	\$134.05
Postages	\$265.90
Publicity	\$1,258.70
Rent	\$8,749.18
Stationery	\$23.00
Subscriptions	\$114.01
Sundries	\$281.10
Total Expenses	<u>\$28,954.53</u>
Operating Profit	<u>\$5,795.79</u>
Other Income	
Interest Income	\$287.77
Total Other Income	<u>\$287.77</u>
Net Profit (Loss)	<u>\$6,083.56</u>

## Maroondah Symphony Orchestra Inc

8 Greenbank Drive  
Mooroolbark Vic 3138

### Balance Sheet [Last Year Analysis]

December 2015

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	This Year	Last Year	\$ Difference	% Difference
Assets				
Cheque Account	\$746.54	\$195.00	\$551.54	282.8%
Investment Account	\$18,963.92	\$18,179.91	\$784.01	4.3%
Fixed Assets				
Music	\$5,093.47	\$5,093.47	\$0.00	0.0%
Instruments	\$27,086.01	\$22,338.00	\$4,748.01	21.3%
Total Assets	<u>\$51,889.94</u>	<u>\$45,806.38</u>	<u>\$6,083.56</u>	<u>13.3%</u>
Liabilities				
Net Assets	<u>\$51,889.94</u>	<u>\$45,806.38</u>	<u>\$6,083.56</u>	<u>13.3%</u>
Equity				
Retained Earnings	\$10,474.63	\$5,700.40	\$4,774.23	83.8%
Current Earnings	\$6,083.56	\$4,774.23	\$1,309.33	27.4%
Historical Balancing Account	\$35,331.75	\$35,331.75	\$0.00	0.0%
Total Equity	<u>\$51,889.94</u>	<u>\$45,806.38</u>	<u>\$6,083.56</u>	<u>13.3%</u>

## ATTACHMENT 3

### Conductor's Report for 2015

Tabled at the AGM February 2016

Especially pleased with the huge undertaking of Carmina Burana at the November concert - Well organised by Rob Weiss and the Committee, five choirs were very well pre rehearsed and organised, and Orchestra and extras did a fine job in sometimes challenging environments. Thank you all!

1st concert - Sibelius violin concerto was a real highlight, for us all as well for the audience in Cowes.

2nd concert worked well - our experience with the contra forte bassoon was great. The challenging Borodin Second Symphony came off fairly well, but highlighted the need to have more rehearsals with extra brass for that extra level of confidence. Pleasure to have our young harpist on board too.

3rd concert - Pianist from ANAM was under a lot of pressure with course commitments, yielding a satisfactory performance. Valse Triste Rubatos went very well, as did Haydn's Symphony 104.

Areas we could further work on are:

- Improving attendance/participants in the horns and lower brass
- Expanding string numbers, especially double basses and violas.

Thanking you.

W J Van der Vis