



Minutes of 2016 Annual General Meeting

Held on Tuesday 21 February 2017 at Federation Estate, Greenwood Avenue, Ringwood.

The President, Robert Weiss presided as Chairman of the 2016 Annual General Meeting. The meeting was declared open at 9.28pm

PRESENT

40 Members of Maroondah Symphony Orchestra Inc (MaSO):

Lynn Beardmore, Belinda Bolger, Michael Bonsall, Kendra Bousfield, Arthur Braun, Rosalind Burns, Steve Burns, Alicia Donnelly, Robert Dorin, Vincent Fazio, Judith Fox-Smith, Gitta Green, Jude Harper, Tony Hayes, Leon Heale, Tony Hodges, Emily Johnson, Ina Koetsier, Anne Lacey, Beth Marrocco, Lyn McCutcheon, Elaine Neely, Fiona O'Callaghan, Elaine Ogden, Myra Peeler, Nalini Scarfe, Felicity Schijf, Michela Scully, Shahriar Shams, Suneith Sukumar, Gerry Tan, Michael Taylor, Phoebe Turner, Hilton Vermaas, Leah Walsh, Anthony Ware, Vicki-Ann Ware, Paul Watson, Robert Weiss.

Conductor: Willem van der Vis.

Present but not members: Katerina Avgerinou, Wendy Hong, Danielle Jones, David Jones, Allan Pennings, Alex Richardson, Tania Van Ommen, Isobel Yeoh, George Zonnios

APOLOGIES

Caroline Barron, Amelia Boissevan, Kirsty De Gruchy, Hilary Edwards, Joella Gould, Ardina Hodges, Fiona Jenkins, David Keeffe, John Nowakowski.

MINUTES OF 2015 AGM HELD ON 23 February 2016

Moved: Gerry Tan, seconded Alicia Donnelly that the Minutes of the Annual General Meeting of the Maroondah Symphony Orchestra Inc held on 23 February 2016 be accepted. Carried.

BUSINESS ARISING FROM THE MINUTES OF AGM OF 23 February 2016

MaSO received \$2000 grant from Arts Nunawading Inc to purchase a bass drum. The Committee is currently in consultation with Federation Estate as to secure storage for it. Purchase will proceed once storage is decided.

PRESIDENT'S REPORT

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

CONSIDERATION OF THE FINANCIAL REPORTS

Lyn McCutcheon tabled Treasurer's report in Amelia Boissevain's absence for the year 01 January to 31 December 2016, which had been sent to members, (by email and post). See Attachment 2. Lyn explained that although the balance is healthy, the grant for the drum has not been spent and the Conductor's final 2016 honorarium payment was not made in the 2016 financial year, but 2017.

Moved Lyn McCutcheon, seconded Hilton Vermaas that the Treasurer's report and financial statements give 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 2016 and that the report be accepted. Carried.

Proposed Annual Subscription and date annual subscription is to be paid

Robert Weiss announced that the Committee recommends that the subscription for 2017 remain at \$200 and that it be payable by 19 March 2017. The student subscription will remain at \$20 per concert term.

Moved Ina Koetsier, seconded Arthur Braun that the subscriptions be \$200 and the student subscription remain at \$20 per concert term for 2017. Carried

Moved Lyn McCutcheon, seconded Elaine Ogden, that the subscriptions be payable by 19 March 2017. Carried.

Lyn thanked Ina Koetsier and presented a bouquet, for auditing the financial statements and her timely review of these.

CONDUCTOR'S REPORT - WILLEM VAN DER VIS

Willem presented his Conductor's Report. See Attachment 3.

ELECTIONS

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

Robert called for nominations from the floor for Treasurer. Michael Taylor was nominated by Robert Weiss and seconded by Lyn McCutcheon. As there were no other nominees, Robert declared Michael elected.

Committee Members for 2017:

Office	Nominee	Nominated by:	Seconded by:	Result
President	Robert Weiss	Lyn McCutcheon	Elaine Ogden	Elected
Vice-President	Elaine Ogden	Michela Scully	Steve Burns	Elected
Secretary	Lyn McCutcheon	Robert Weiss	Amelia Boissevain	Elected
Assistant Secretary	Alicia Donnelly	Lyn McCutcheon	Elaine Ogden	Elected
Treasurer	Michael Taylor	Robert Weiss	Lyn McCutcheon	Elected
Librarian	Michela Scully	Steve Burns	Lyn McCutcheon	Elected
Ordinary Committee Member	Steve Burns	Robert Weiss	Michela Scully	Elected
Ordinary Committee Member	Jude Harper	Elaine Ogden	Lyn McCutcheon	Elected

COMMITTEE'S APPOINTMENTS and CONDUCTOR'S HONORARIUM

Robert thanked Willem as Conductor and for his contributions to the success of the Orchestra. Robert explained that there is no need to appoint him at each AGM, as this appointment is ongoing.

Leader of the Orchestra: Robert thanked Rosalind Burns for her leadership in 2016. Moved Robert Weiss seconded Elaine Ogden that Rosalind be appointed Leader of the Orchestra for 2017. Carried.

Robert 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 – Robert Weiss explained that historically this has been discussed and decided at AGMs. This is not required by our Rules, and the Committee decided to make this decision at the Committee meetings. Members are welcome to attend Committee meetings as observers and/or receive the Minutes of Meetings.

GENERAL BUSINESS

The chairs at Federation Estate – Members have expressed their discomfort and difficulties playing whilst seated on the new chairs, which were provided in 2016. Robert has discussed with Federation Estate and did save some of the old chairs before the changeover. Eight to ten more chairs are required, and Robert and the Committee will explore the options.

Change of date of the Cowes concert to Saturday 25 March 2017 – Robert explained that the Cowes venue had double booked 26/03/2017, even though our booking was made in middle of 2016. They changed their booking system and assumed that there were no bookings that far in advance. Our booking fell off their system, leaving a vacancy which was taken by another organisation. Robert thanked the Orchestra for their flexibility in being able to participate in the concert on the Saturday. Our only other choice was to cancel the concert.

DATE OF NEXT MEETING

The 2017 Annual General Meeting is to be held in March 2018. Date to be advised.

Meeting was closed at 9.58pm.

Lyn McCutcheon
Secretary
Maroondah Symphony Orchestra Inc
21 February 2017

ATTACHMENT 1

Tabled at the Annual General Meeting 21 February 2017

President's Report

Welcome all to the Annual General meeting for our 52nd 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.

This year we successfully performed what was probably our most difficult program yet, including Tchaikovsky's Fourth Symphony, Shostakovich's Festive Overture and the Prokofiev Violin Concerto. Also for the first time in many years we performed a concert of opera arias. A generous grant from the Opus 50 charitable trust enabled us to engage three excellent professional soloists and to provide guest conductor Lucas de Jong the opportunity to share the conductor's duties with Willem. The large number of short items made logistics challenging, both for our librarian Michela and for rehearsals, but it all came together in the end. The 300-strong audience was wildly enthusiastic!

Retention of a stable low brass section continues to be a challenge as there is a general shortage of orchestral trombones and tubas. Although we had a strong section in 2016, a number were unable to continue for 2017. This is critical to allowing us to perform more of the romantic repertoire, which is both enjoyable to play and attractive to our audience. Thanks to Anthony Ware and Steve Burns for their recruitment efforts. To assist, we are deliberately programming more works attractive to brass and Willem structures rehearsals as far as possible to minimise idle time for all musicians.

Unfortunately, our inspirational orchestra leader, Tania Vethanayagam, has had to step down for medical reasons. We hope to welcome her back at some time in the future. For 2017 we are fortunate that Rosie Burns is leading the orchestra.

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, particularly the manager, Paul Sherriff, who does his best to meet our preferred timing. The early date for Easter in 2016 meant our Cowes visit had to be postponed to the less popular winter period. Also, one of our concerts unavoidably clashed with Father's Day. Fortunately, we have obtained all our preferred dates for 2017 and these issues have been avoided.

Our website continues to be well used and as well as providing access to concert information and to TryBooking for online concert bookings, is also 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 also be found there, particularly the latest rehearsal schedule with any late changes and committee contact details.

Our ongoing good financial results coupled with a grant from Arts Nunawading Inc. will allow us to purchase a much-needed bass drum to replace our ancient marching band style drum. We are presently negotiating more storage space with Maroondah Federation Estate, and should be able to purchase the new drum soon.

We were again fortunate to have a generous benefactor associated with Yarra Valley Grammar who donated the hall hire costs for one concert in 2016.

Publicity Report (from Elaine Ogden)

This has been another successful year with very good attendances at concerts. There has been an expansion in the numbers on our mailing lists both online and snail mail. Many of these come from outside the City of Maroondah. I believe this is due to 'word of mouth', first time concert attendees and the Orchestra having a more visible profile.

Credit must be given to Rob for his work on our website which is not only attractive but exceedingly functional. Thanks too, to Amelia for her work on the Face Book page and to Hilton for his contribution.

Our online booking system TryBooking has also proved to be an asset. We now have it set up so patrons can book seats ahead for all four concerts. Hopefully there will be an increase in the numbers using it.

As in the previous year we are encouraging more concertgoers by:

- Having Yarra Valley Grammar as our regular concert venue
- Quality soloists
- Programming (mostly)
- Having professionally printed brochures
- Offering a phone booking service for older people and those with special needs
- Increased standard of the Orchestra
- Audiences have 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 prior to each concert.

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 & Helen Gurr, Perren Mortimer, Shwetha Sukumar & Ken Ogden.

Thanks too, to Anne Lacey who looks after the 'snail mail'.

Librarian's Report (from Michela Scully)

2016 was a busy year for me, especially leading up to the Opera Concert, printing off the many arias and organising them into usable booklets. Thankfully, I did most of the work months in advance so there weren't too many last-minute actions required. Arranging music for the other concerts was 'a piece of cake' in comparison, especially as so much music is now available to print on-line through IMSLP. As a result, we are able to cut down on the cost of buying or hiring music from other sources, and also build up our own library with new material.

In previous years, music was printed onto single sheets of paper and orchestra members would have to sticky tape the pages together into booklets for their own use. We are now getting this music printed in booklet form so that it is much easier to use by orchestra members and will keep in better condition for future years. It does cost us a bit more to do this, but is worth every penny spent.

This year, the orchestra received a substantial grant from Maroondah City Council, with which we purchased music that is either under copyright and not available on IMSLP for printing, or music that is of poor quality on IMSLP. This has been a great saving for the orchestra as original music is expensive to buy.

Our library is now bursting at the seams with all the music printed off or bought during the last few years. We have run out of space and it is difficult locating and accessing some of the music at the back of the cupboards. This will be a challenge to find more space, or a new space to store the library in future years.

Thank you to everyone for making my job so much easier handing out and collecting music during the year, especially my very reliable assistant Arthur Braun. Thank you also for taking good care of your music while it is in your possession and for only using soft pencil markings on it. Thank you to the committee who are always there to support me and help out with any problems along the way. It is a pleasure to work with you all.

Committee 2016

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 the complex organism that is a symphony orchestra runs smoothly. I'd particularly like to thank Lyn McCutcheon our Secretary for her efficient organisation of meetings, correspondence, grant applications and all that we do, and our Vice President, Elaine Ogden, who takes on many and varied roles as well as publicity and membership. Our new Treasurer, Amelia Boissevain has efficiently managed our finances and ensured our bills are paid on time, but unfortunately must step down due to study commitments. Our librarian, Michela Scully, carries out a

difficult role with aplomb. Thanks too to our committee members Steve Burns and Alicia Donnelly for their contributions.

To lessen the burden of committee work, we have streamlined meetings and now have a one-hour meeting at Maroondah Federation Estate prior to rehearsal approximately once every 4-6 weeks. Hopefully this will make it easier to fill the current vacancy on the committee in 2017.

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 is away and for taking wind sectional rehearsals.

Robert Weiss
President Maroondah Symphony Orchestra Inc
21 February 2017

ATTACHMENT 2

Treasurer's Report for 2016

Tabled at Annual General Meeting 21 February 2017

The Treasurer's report covers a successful year, where we saw fantastic growth in concert attendance and takings, an expanding music repertoire and continued community support.

Our concert takings this year were all excellent. Credit and thanks goes to Willem for his leadership and choice of programs, to Elaine for her work in publicity, to the Committee and everyone who has helped in any way, large or small.

A Profit & Loss Statement and Balance Sheet are attached and have been emailed to all members. Also attached is the *Schedule 1, Regulation 15, Form 1* required by Consumer Affairs Victoria to be signed and circulated to members prior to the AGM.

Although our financial position at year end shows a profit of \$7761.10, this includes the \$2000 grant for a bass drum which has not yet been purchased, (expected to be approximately \$2500). The Conductor's final honorarium payment for 2016, was made in January 2017, and also needs to be taken into consideration.

Thanks for our previous treasurer, Ina Koetsier, for undertaking the audit of the books.

Amelia Boissevain
Treasurer

Profit & Loss [Cash]
 January 2016 To December 2016

Income		
Fees	\$9,978.00	
Concert Takings	\$20,312.99	
Refreshments Income	\$629.10	
Donations	\$50.00	
Sponsorship	\$800.00	
Grant	\$6,362.95	
Total Income		\$38,133.04
Total Cost Of Sales		\$0.00
Gross Profit		\$38,133.04
Expenses		
Concert Refreshments	\$283.31	
Concert Gifts	\$338.52	
Concert Soloist Fees	\$5,900.00	
Concert Printing	\$172.49	
Equipment	\$543.15	
Honorarium	\$7,200.00	
Insurance	\$2,239.28	
Librarian Expenses	\$1,462.02	
Music Purchased	\$1,602.45	
Music Hire	\$607.54	
Postages	\$303.50	
Publicity	\$1,779.85	
Rent	\$7,713.65	
Subscriptions	\$169.67	
Sundries	\$106.99	
Web/Internet	\$166.75	
Total Expenses		\$30,589.17
Operating Profit		\$7,543.87
Other Income		
Interest Income	\$217.23	
Total Other Income		\$217.23
Net Profit/(Loss)		\$7,761.10

I believe this to be a true and accurate report detailing all income and expenditure in 2016.

This report includes Year-End Adjustments.

Page 1 of 1

Auditor:

 Ina Koetsier
 7th February 2017

Balance Sheet

As of December 2016

Assets	
Cheque Account	\$5,660.81
Investment Account	\$21,810.75
Fixed Assets	
Music	\$5,093.47
Instruments	\$27,086.01
Total Assets	\$59,651.04
Liabilities	
Net Assets	\$59,651.04
Equity	
Retained Earnings	\$16,558.19
Current Earnings	\$7,761.10
Historical Balancing Account	\$35,331.75
Total Equity	\$59,651.04

I believe this is a true and accurate record of all accounts as at 31/12/2016.

Auditor


Ina Koetsier
7th February 2017

This report includes Year-End Adjustments.

Page 1 of 1

Schedule 1
Regulation 15
Form 1

Associations Incorporation Reform Act 2012

Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

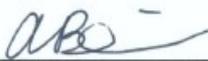
**Annual statements give a true and fair view of financial performance and position
of incorporated association**

We, Rob Weiss and Amelia Boissevain being members of the committee of the
Maroondah Symphony Orchestra Inc certify that –

“The statements attached to this certificate give a true and fair view of the financial
performance and position of the above named association during and at the end of
the financial year of the association ending 31 December 2016.”

Signed:  _____

Date: 31/1/2017

Signed:  _____

Date: 31-1-2017

ATTACHMENT 3

Conductor's Report for 2016

Tabled at the AGM 21 February 2017

I am very pleased with the development of the orchestra, and also with new players that have been coming to swell our ranks - five Double basses now! I used to semi-jokingly say we would stop at seven!

The strings are growing too, and I would like to see another half dozen violins, four more violas, and two more celli join our happy band. I am told our website is helping to get ourselves known out there, and I would like to thank members of the orchestra very much who invite friends or players to come and share in our music making

We had a varied program last year, and all our concerts were very satisfying. A special challenge was our 2nd concert with the Prokofiev Violin Concerto and Spartacus 2nd Suite. I did miss the mark a little by choosing too many difficult works in the one program.

Our 3rd program was no easier, although we had three more rehearsals in which to prepare. The Shostakovich Festive Overture, and Tchaikovsky Four, placed many demands on players, yet we rose to the occasion.

We did something quite different with the Opera highlights soloist's concert - difficult to organise and plan rehearsals with so many different combinations of players to accommodate in rehearsals. The soloists were wonderful, and they helped lift the whole performance. It was great that Lucas de Jong made the suggestion of hiring terrific singers, and supporting their fees. We saw a different face out the front conducting half the concert and he really got a lot out of it too.

If there is a challenge for us all, it is that of getting trombones/tuba to come along regularly. We have decided to program good repertoire for them, and the idea is we rehearse their pieces first, so they may go home when they are done. So if you know of someone who might like to come along, please let either Rob Weiss or Steve Burns know.

I am looking forward to this coming year!

Thank you, and also for all the hard work of our committee members do behind the scenes.

Willem Van der Vis