

**HCYBA Committee Meeting
Saturday 4th March 2023
10.00am Perins School
Minutes**

Present:

Marie Wilds, Lorna Leather, Kathryn Boyles, Ishbel Sawyer, David Wicks, Dave Wilds and Donna Matteucci.

1. Apologies

Andy Smith.

2. Minutes from last meeting

The minutes of the last meeting were approved by email and Donna will publish them on the website.

3. Matters arising

None.

4. 60th Anniversary Weekend

- We think there are about 30 people in Cory Band (for catering). Jon will confirm.
- Chaperones have been asked to arrange DBS checks with HMS. There are six chaperones plus some reserves. Jon will allocate the chaperones and pair up with HMS staff. Chaperones likely to be needed from 2pm. Sign in duties start at 9am.
- TB and JB are not allowed off site between rehearsal and performance. There are backstage rooms they can use, or they can watch the other rehearsals in the auditorium. CB are allowed to leave between rehearsals in groups of 4. Alumni will be asked to leave the Anvil between rehearsal and performance.
- Dave is organising the van drivers. We still need van unloaders on Saturday morning. Lorna will organise band members on arrival to either unload the van or set up the stage.
- Badges required for alumni. The Committee agreed to pay for them, and David will organise. Jon will provide a list of names. Badges can be put together during the Friday evening rehearsal.
- Donna will email to ask for volunteers for the various jobs.
- Memorabilia – the Committee will meet during rehearsals to sort out what will be displayed. Donna will set up display at the Anvil and organise parent volunteers to watch over during the course of the day.
- Kathryn will order food for Cory and will liaise with Jon regarding dietary requirements etc.
- During the interval on Saturday, we need to move chairs.

Merchandise

There will be an opportunity to pre-order merchandise and collect at Perins at the Friday 14th rehearsal. The merchandise will also be on sale at the Anvil but will be marked up by 25% to allow for the commission required by the Anvil.

Ish is ready to order merchandise and will propose selling prices for each item to circulate to the Committee for agreement. Donna will help with the order form. David will order 50 beanies from the uniform supplier.

Kathryn will organise merchandise at the Anvil.

5. Uniform

David has ordered uniform to update stock and will pass on the invoice when it is received. David plans to look into direct ordering to simplify the process and eliminate the need to hold stock. We will need to take existing stock into account when doing this.

The Committee discussed using some old shirts, that are very unlikely to be used because they are very large or very small, to make bunting for use at events.

David has given the colour options to Jon for tour shirts. David will organise these in due course.

6. Finance Update

The balance is approximately £35,500.
Nothing new to report.

7. HMS MD Update

Summer concert is at Oaklands.

Pre-tour – Jon has paid for the car hire so will send the invoice to Kathryn to arrange reimbursement.

8. AOB / Date of next meeting

Next meeting April 29th.