

Islington Folk Club

Annual General Meeting 2024

Upstairs at The Brewhouse & Kitchen

Thursday, 25th January, 6.30pm

Agenda:

1. Minutes and matters arising
2. Treasurer's report and club accounts
3. Reports from club officers
4. Constitutional changes
5. Committee elections
6. Any other business

Present: Carol Burt (booking and venue associate), Maggie Chadwick (booking and venue associate), Colin Jenkins, Nick Moran (treasurer, venue co-ordinator), Martin Nail (booking and venue associate, web-site officer), John Orsulik (booking and venue associate), Bernard Puckett (booking and venue associate), Oliver Schick (secretary, minutes), Roger Trevitt (bookings and publicity officer).

Apologies: Richard Allen, Graham Larkbey, Helen O'Mallory.

Action summary:

Agenda item	Action	Who
2. Treasurer's report and club accounts	Put a discussion of purchasing an amp and microphone on the agenda for the next committee meeting.	Oliver

1. Minutes and matters arising

We accepted the draft minutes as a true and accurate record of the 2023 AGM.

2. Treasurer's report and club accounts

Nick said that we made a small profit, which he thought was the right thing to be doing. Membership fees paid for running costs, and our reserves remained at around £8k. We were looking to purchase a PA and microphone. Nick proposed a budget of £800, but said that we would hopefully have to pay less than that. This would decrease reserves.

Rob said that people shouldn't accept the use of amplification as a norm. Nick said that we couldn't ensure that; we were looking at a simple amp with two instrument inputs plus two mic inputs, and this was mainly about people who brought keyboards and/or were not strong-voiced. Rob mentioned that Richard Bolton said it was pleasant for a club not to be amplified.

Bernard asked if this was meant for floorspots, but Nick said no. Carol asked how often would we need it. Maggie said that it was only for the occasional act who needed it, e.g. acts who don't have

voices that carry. Roger said that he could continue to provide a small amp and wasn't sure whether we should buy something. John asked where we would keep it; Nick said that it would be stored next door in the pub.

Martin asked if it would lead to a slippery slope. He thought it would get louder and people would start talking. Bernard thought it would break up fast turnovers between spots/acts, like in the Open Mic scene, where he had found amplification to be very disruptive. Martin thought that it needed a lot more discussion. Nick agreed. Martin said he was opposed, as it would change the club dynamic. We decided to put it on the agenda for the next committee meeting.

Oliver proposed we accept the Treasurer's Report, with Rob seconding. It was approved unanimously.

Action: Oliver to put a discussion of potentially purchasing an amp and microphone on the agenda for the next committee meeting.

3. Reports from club officers

Bookings: Roger reported back from booking acts this year. We made a surplus, as most guests exceeded the guarantee. We had a wide variety of them, with two cancellations for whom we found good replacements.

In September, door charges went up by a pound. The average attendance was 43, with a range between 26 and 77. Bernard noted how The Drones packed out the place.

The meeting congratulated Roger on his excellent booking.

Nick reminded us that we also moved from 90% of the door to 95%, so that since September we've been able to pay over £200 to almost everybody who came. Running costs were much lower than they used to be because of e-mail.

We noted the report with thanks to Roger.

Publicity and Web-site

Roger said that while he wrote the report, he didn't do all the publicity, but that the actual role was split between several people, and Martin looked after the web-site. Oliver said that much of this would hopefully be addressed through constitutional changes.

Roger said that the question on membership slips about how people find out about the club has been very useful. Nick said he used Roger's blurbs on social media, and that they were nice, concise, stimulating, attractive pieces of text.

We again offered congratulations to Roger and noted his report with thanks.

4. Constitutional changes

Oliver introduced the proposed changes. They were designed to reflect the practice of what jobs were being done better than before. For instance, as above, in practice publicity and web-site were being done by two different people, and this should be reflected in the constitution's description of the roles. Also, we should simply have committee members without portfolios rather than 'booking and venue associates' and be able to elect more of these. He said that the proposed changes had

been placed on the agenda before the committee elections so that we would be able to elect a new committee into the proposed roles if they were approved by the meeting.

These were the proposed changes:

Proposed changes to the constitution of Islington Folk Club at the AGM on 25th January 2024

The committee are proposing some changes on the composition of the committee (1.), as well as a very minor change of a mistake in wording (2.).

1. Proposed changes on committee composition

1. Separate jobs of secretary and membership secretary;
2. Separate jobs of publicity officer and web-site officer;
3. Booking should be done by two people;
4. There should be a minimum, but not a maximum number of committee members.
5. Additional committee members would simply be committee members rather than ‘booking and venue associates’.

The main section of the Constitution that would require changes is Management 2. This currently is as follows:

2. The committee shall consist of:

- a. **Bookings Coordinator** - to lead the process of ensuring The Club has a programme of events. They shall also ensure dates and fees are properly negotiated with all paid acts.
- b. **Venue Coordinator** – to lead the process of confirming venues for all activities of The Club, including setting up the room and entry to the venue. They shall also ensure The Club has a named contact in any venue used by the club, and ordinarily be the venue’s first contact with The Club.
- c. Up to 4 **Booking & Venue Associates** – to work with the coordinators to secure and run suitable venues and acts for The Club.
- d. **Secretary** – to hold membership records and manage email and other bulk communication with members. They shall also be responsible for: keeping safe and up-to-date records of The Club’s activity; a copy of the constitution; the names and contact details of all committee members.
- e. **Treasurer** – to manage the funds of The Club in a responsible way, to report on the club’s financial position to the AGM and to produce such reports as the Management Committee requires.
- f. **Publicity & Website** – to take the lead on publicising all Club activity and ensure the effective management of The Club website and social media.
- g. The committee may co-opt up to a further 4 voting members who shall resign at the next Annual General Meeting.

Proposed changed section Management 2:

2. The committee shall consist of a minimum of six members. Committee members shall be in the following posts:

- a. Up to two **Bookings Officers**—to lead the process of ensuring The Club has a programme of events. They shall also ensure dates and fees are properly negotiated with all paid acts.
- b. **Venue Co-ordinator**—to lead the process of confirming venues for all activities of The Club, including setting up the room and entry to the venue. They shall also ensure The Club has a named contact in any venue used by the club, and ordinarily be the venue’s first contact with The Club.
- c. **Secretary**—to be responsible for: keeping safe and up-to-date records of The Club’s activity; a copy of the constitution; the names and contact details of all committee members.
- d. **Membership Secretary**—to be responsible for maintaining and holding membership records and for managing e-mail and other bulk communication with members.
- e. **Treasurer**—to manage the funds of The Club in a responsible way, to report on The Club’s financial position to the AGM and to produce such reports as the Management Committee requires.
- f. **Publicity Officer**—to take the lead on publicising all Club activity. The Publicity Officer shall delegate maintenance and supervision of The Club’s social media accounts.
- g. **Web-site Officer**—to ensure the effective management of The Club web-site.
- h. Other committee members (without portfolios) may be elected at the AGM. The Committee shall ensure that the size of the committee will not be unmanageably large.
- i. Between General Meetings, the committee may co-opt up to a further four voting members who shall resign at the next Annual General Meeting.

2. Proposed change to General Meetings 2:

It is proposed to change the word ‘Group’ in the following to ‘Club’:

General Meetings

2. Notices of the AGM shall be sent to members at least 42 days before the date of the AGM to allow for submissions to the agenda and possible constitutional amendments and AGM papers, including a report on the Club’s financial position for the previous year, shall be made available at least 21 days before the date of the AGM.

Nick said he supported the proposed changes. Colin asked whether the minimum number of committee members should be six instead of eight (the number of proposed specific committee roles). Oliver said that people could have more than one job. All the jobs should be covered and it was thought that the minimum number of six members should usually be able to do this.

Roger said we should be careful how booking gets split up between two Booking Officers (as proposed). Bernard said that you had to have one person to co-ordinate it and another doing something else, e.g. anyone could suggest an act when Bernard was doing booking. Rob said anyone could be a talent-spotter. We discussed this further and Roger stressed the importance of good communications, i.e. only one person should communicate with the acts. We therefore

concluded that as long as one of the two bookers handled the communications, we would want to go ahead with this change.

Martin said that we should add to the Secretary's job description that they should call meetings and proposed to amend this. After some discussion, we agreed. Oliver proposed the amendment, Martin seconded, and it was accepted.

With the amendment, we took the main constitutional changes as a single item. Oliver proposed them, and Nick seconded. All were in favour.

Oliver proposed the other small change of 'group' to 'club'. Nick seconded, and all agreed.

5. Committee elections

Having accepted the constitutional changes, we elected the new committee under the new distribution of roles:

- **Up to two Bookings Officers**

John said he was willing to stand if Maggie were to co-ordinate. He thought he would mainly try to spot possible guests. Maggie said she would be happy to do this, re-iterating what Bernard said, that one should co-ordinate. Maggie and John nominated themselves as co-ordinator and 'scout', respectively, were seconded by Roger, and were elected unanimously.

- **Venue Co-ordinator**

Nick was proposed by Carol and seconded by John. He was elected unanimously.

- **Secretary**

Oliver was proposed by Carol and seconded by John. He was elected unanimously.

- **Membership Secretary**

Roger was proposed by Oliver and seconded by Nick. He was elected unanimously.

- **Treasurer**

Nick was proposed by Oliver and seconded by Carol. He was elected unanimously.

- **Publicity Officer**

Roger was proposed by Nick and seconded by Carol. He was elected unanimously.

- **Web-site Officer**

Martin was proposed by Maggie and seconded by Carol. He was elected unanimously.

- **Other committee members**

Richard Allen, who had had to send his apologies, Bernard, Carol, and Rob all stood for the committee. We voted on them as a block, proposed by Nick and seconded by Carol, and agreed unanimously.

The new committee therefore consisted of Richard Allen (committee member), Carol Burt (committee member), Maggie Chadwick (bookings officer), Nick Moran (treasurer, venue co-ordinator), Martin Nail (web-site officer), John Orsulik (bookings officer), Bernard Puckett (committee member), Oliver Schick (secretary), Roger Trevitt (membership secretary and publicity officer), and Rob Twisse (committee member).

6. Any other business

John asked about Trad2Mad. Nick said that no Trad2Mad prizewinner had sent him bank account details yet. Nick and Bernard needed to co-ordinate giving out the prizes. John asked whether we should ask prizewinners to come to the club? Nick thought so.

The meeting concluded at 7:25pm.