



MINUTES OF RMT MEETING

DATE: 12 January 2025 4pm & Sunday Feb 2 2025 (pm)

LOCATION: via Zoom & Feb 2 in person

ATTENDEES:

Julie Earl – Chair Team Coordinator

Shelley Phillips – Marketing

Leanne Wheeler – Education (via zoom both meetings)

Mary Cave-Palmer - Finance

Carolyn Currington – Directors Coordinator (arrived at 4.30pm)

Nikola Worrall - Membership

Shelley Bascand – Events (non-convention) – Minute taker

Apologies:

Katie Mathison (Communications coordinator) January meeting/present at February meeting.

Minutes of the previous meeting were taken as read and approved (**Leanne/Mary**)

No matters arising.

TEAM COORDINATOR

Julie Earl welcomed everyone to the meeting. Thanked everyone for their reports.

Team coordinator

The draft strategic and annual plan were presented following the consultation with the region. On review it was decided to edit the draft vision to:

A thriving, leading, women's a capella and barbershop singing organisation in Aotearoa New Zealand, inspiring and enriching lives through the power of song.

It was decided to structure the annual plan as follows;

Goal/Action/Responsibility/Timeline/Evaluation. The strategic goals will be reported on through RMT reports, key aspects captured in communication to the region (In Tune & other) and RAMM annually. The final draft is to be developed and shared with the region.

Young Singers in Harmony (upper voices) SANZ scholarships/ applications close 28 Feb. Membership Coordinator and RMT select recipients at March 2025 meeting.

40-year members – how to celebrate?

It was proposed we recognize these members each year and especially as it is the 40th anniversary. To consider ways to honour our longest serving members. Possibilities – feature in the Addaline/Convention display board

Whakatauki – following feedback on strategic plan we reconfirmed the commitment to including a whakatauki (Māori proverb) as one way of celebrating diversity, equity and inclusion. To be progressed over time in a sensitive and authentic way and the story shared with members.

Team Coordinator to communicate high level 'all member' survey results in next **Tuned In**.

The **benefits of membership of SANZ and Sweet Adelines International (SAI)** will be developed into an infographic for use as a tool to build further understanding of the role of both organisations.

He Tangata Show Chorus – a review of the status and proposed plan for remaining monies to be prepared for presentation to the Regional Annual meeting (RAMM) in May 2025.

SANZ policy review – A review cycle be developed connected to meeting dates.

Congratulations to Sarah Rae on her NZ Order of Merit award - **Addaline feature to be arranged**.

Website updates: updates to quartet pages thank you to Ruth Carson and Sharon Connor.

Position descriptions to be confirmed with RMT members

FINANCIAL REPORT

Taken as read.

Operational matters: per diem fees review for consistency, arrange debit card for Events Coordinator, public liability insurance review.

MEMBERSHIP

Website content to be reviewed for further development

Membership awards/information to be distributed to choruses.

EDUCATION

Coach in residence Ryan Heller July 2025. Regional weekend content to be developed to meet regional needs.

Music Theory Class

In discussion with SANZ Faculty

A Management 101 Zoom series (2 sessions TBC) for chorus management teams will be developed by Resource Team Leadership Specialist Trish Veen.

Anne Downton Regional Education workshop – very positive feedback overall. Feedback from Anne to be sought to ensure we are effectively supporting our international faculty.

DIRECTORS' COORDINATOR

SANZ Faculty sought – applicant may have music and/or management skills that will support the region. Applications will be open shortly.

Potential new mass songs were discussed. TBC.

EVENTS

Coach in residence Ryan Heller arrangements underway. Venue for regional weekend and timing with choruses/rest periods etc. to be considered

MARKETING

The marketing plan has been developed for the next 6 months with scheduling underway

Logo for Convention has been developed – thanks Jo Maxwell.

Social media data is trending positively.

SAI supported In- Region training

RMT is looking forward to spending 1.5 days with Bec Hewitt SAI Faculty 1&2 Feb. This is an in person facilitated training for RMT fully funded by SAI.

Key discussion topics include:

Supporting small choruses, growth and retention of members, teamwork, marketing, recruitment/support

Meeting closed at 6.30pm

Next meeting 1/2 in region SAI supported training. Sunday afternoon RMT meeting (general business following January meeting).

February 2 1.30pm (short meeting following in-region training with Bec Hewitt)

RMT set forward meeting dates for RMT face-to-face and zoom meetings

- 13 March by Zoom
- 10 April by Zoom
- 30 April in person
- RAMM May 1 5pm Christchurch
- 8 May by Zoom

- 6-8 June RMT meeting in person
- 10 July by Zoom
- 14 August by Zoom
- 11 September by Zoom
- 3-5 October RMT meeting in person

2027 convention – Claire Takacs is investigating venue and prices for Waikato (Waikato Regional Theatre) and other possible locations.

Feedback on SAI supported in-region training to come.

Task list was confirmed.

Meeting closed: 2.30pm