

Revelation Rock-Gospel Choirs UK Trustee Meeting Minutes 11th October 2009 Barnet Green

Attendees:

Alex Kipling (Chair)
Kevin Alty
Jess Baker
Amanda Hibbs
Diane Suttar (National Co-ordinator)
Hannah Collins (National Adviser)

Apologies

None

1. Amanda's Baby
 - 1.1. Amanda and Pete are having a baby! Good news to start the meeting!
Amanda confirmed her commitment to Revelation
 2. Last Meeting's minutes
 - 2.1. Last meeting's minutes were approved.
 3. New Trustees
 - 3.1. Jess Baker was Welcomed as Revelation's newest Trustee. Alex said it is good that we have another Trustee but we are probably one or two short of having the ideal number so we will keep looking.
 - 3.2. Alex made the point that on the one hand having an active Revelation member as a Trustee is helpful as it gives us a better insight into how the choirs are running but on the other hand Jess will need to manage any potential conflicts with care and discretion.
 - 3.3. It is likely Phil Thew will join as a Trustee at the next meeting.
 4. Choir round-up
 - 4.1. Diane presented a round up of how the individual choirs are performing. Generally the outlook was positive.
 - 4.2. Concern was expressed regarding St. Andrews' Revelation. The choir is no longer calling itself a Revelation and there is a concern that aims and values are not being adhered to. Diane will visit them to try to persuade them of the merits of Revelation. There may be a similar situation in UEA.
 - 4.3. There was discussion about how stronger choirs should support struggling choirs in the Revelation network. This has helped Liverpool, who are establishing themselves and doing well, supported by Keele.
 - 4.4. Royal Holloway Revelation are coming to Forum!
 - 4.5. In Reading there is an established choir which is interested in joining the Revelation network.
 5. Staff structure
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- 5.1. Diane said that the new staff team is well bonded and that all posts except Resource and Merchandising Co-ordinator and Northern and Central Regional Workers. The last two are especially problematic as they are the key people to whom the National Co-ordinator can delegate and this is contributing to creating a big workload for Diane.
 - 5.2. These posts are difficult to fill because the requirements are quite specific: Candidates must be Christian graduates.
 - 5.3. Alex suggested turning these “requirements” into “guidance”. If these criteria are fulfilled by an individual that would be preferred but if there are willing and capable candidates who are non-Christians or undergraduates then their appointment would still be preferable to having a gap that Diane has to fill. The Regional Intercessors could cover the Christian aspects of the job if a non-Christian was appointed.
 - 5.4. Diane said she thought this would help and this was agreed.
 - 5.5. [Closed Minute]
6. Actions from previous meeting
 - 6.1. Jess offered to help with risk assessments which she has experience of doing in her job.
 - 6.2. **Hannah** is following up with the lost cheques from the birthday ball.
 - 6.2.1. This is ongoing and the expectation is that we will not be able to recoup all the lost money. Hannah is appealing to Revvers’ honesty to come forward if their accounts weren’t debited.
 - 6.2.2. Alex said that it was critical to ensure this never happens again. When individuals are tasked with looking after money on behalf of Revelation they must understand the responsibility they are taking on. Individuals must be carefully selected to undertake this role and wherever possible, means of avoiding using cash should be implemented.
 - 6.3. Revelation’s 5-year goals
 - 6.3.1. Alex pushed the importance of these again.
 - 6.3.2. Amanda (at WiM) and Jonny (Friends of Revelation Co-ordinator) have managed to recruit several new people as Friends of Revelation. Jonny is regularly producing the newsletter. These efforts were applauded.
 - 6.3.3. **Amanda** will get back in touch with Jonny and offer assistance.
 - 6.3.4. In future it was agreed that the newsletter should be sent to the choirs as well as FoR. Action: **Diane**
 7. WiM and finances
 - 7.1. Phil Thew (Finance Co-ordinator) joined this discussion on conference phone.
 - 7.2. There was a discussion about WiM focussing on the venue, financial arrangements with the venue and financial support for Revvers (given it will be in Aberdeen and travel will be expensive).
 - 7.3. It was agreed that the amount of subsidy available to travelling Revvers will be capped at £1,000. This will be applied on a “first come, first served” basis. This gives all Revvers equal opportunity to

apply for assistance. It also encourages advance commitments will enable early bookings to minimise travel costs.

7.4. Revelation's bank balance is roughly £3,500.

7.5. **Phil** will distribute the accounts which will be signed off at the next meeting (or before, on email, if possible).

8. Insurances

8.1. Revelation's Public Liability Insurance will be put into Amanda's name to ensure continuity through future National Co-ordinator handovers.

8.2. Amanda presented a recommendation on next year's insurance which was agreed. **Amanda** will purchase the new insurance.

8.3. Alex discussed the proposal he had made via email regarding Trustee Indemnity Insurance. It was agreed that all Trustees would purchase this individually (non-reclaimable) from Trusteenet (<http://www.trusteenet.org.uk/upgrade>). Action: **all Trustees**.

9. Website

9.1. The website page which presents the Trustees is missing Kevin's bio and photos for Alex and Kevin. Jess will need to be added as well. Action: **Alex, Jess and Kevin**.

9.2. The website currently does not provide access to Revelation Trustees' open minutes as agreed. **Alex** will send previous approved open minutes to **Diane** who will ensure they are accessible on the website.

9.3. Amanda pointed out that the charity number is not clearly displayed on the website. **Diane** will get the Website Co-ordinator to rectify this.

10. [Closed Minute]

11. Voice of a Million

11.1. Revelation has been approached to participate in Voice of a Million at the O2. This is an exciting opportunity and the Trustees welcomed Revelation's participation in it.

12. Next meeting

12.1. The next meeting will be held on 31st January in York at midday.