

Minutes of Nelson Civic Choir Committee Meeting

Date: Wednesday, 25 February 2026

Time: 10:20am – 11:56am

Location: Inga Lane's home

Chairperson: Todd Padgett

1. Attendance / Apologies

Present: Todd Padgett (Chairperson), Inga Lane (Deputy Chair), Gretchen Howard (Treasurer), Jason Balla (Music Director), Ian Buick (Committee Member), John Potter (Committee Member) and Mary Bronsteter (Guest)

Apologies: Irene de Jong (Secretary)

2. Confirmation of Previous Minutes

Previous meeting: Wednesday, 11 February 2026

Resolution: That the minutes be accepted as a true and correct record.

Moved: Todd Padgett **Seconded:** Gretchen Howard

3. Matters Arising from Previous Minutes

- Preparation and emailing of AGM materials to members for the **AGM on Tuesday, 24 February 2026** (noted as completed)
- Todd to talk with Kim Maylls at NCMA regarding setting up a 3 hour sectional rehearsal in the NCMA Recital Theatre on the weekend of Saturday, April 25th (after 10:00 and before 5:00) or Sunday, 26th (1:30 - 4:30). Noted as completed
- Todd to talk with Kim Maylls also about reserving the NCMA Auditorium for 7:00 pm on Friday the 8th of May. (Noted as completed)

4. Current Projects

Presentation & discussion with Jason Balla regarding 'Choral Kaleidoscope' Concert:

- Presentation of rough draft of budget. Revenue and expenses
- Discussion with Mary Bronsteter regarding Grant applications

7. Action Items

- Mary: Lead grant applications, liaise with Jodie Thomas (Bookkeeper), help obtain a second quote from a Photographer
- **Todd : Submit new Nelson Civic Choirs Constitution Document to reregister to the New Zealand, Companies Office the first week of March.**
- Todd : Help refine Jason's budget form, continue obtaining quotes from contractors for 'Choral Kaleidoscope' concert,
- Update membership rules and etiquette (including fragrance policy)
- Have all NCC members sign new membership form as per revised constitution.
- New committee members Ian Buick and John Potter will begin assisting with front-of-house duties (door and name badges).

- Work up a plan to solicit new and past donors, grow patron email list via Facebook, website, and sign-up forms

8. Other Business

- No additional items raised.

9. Next Meeting

Proposed: Wednesday, 18 March 2026

Time: 10:30 am

Location: Inga Lane's Home.

10. Meeting Closure

Meeting closed: 11:56 pm

Signed: _____

Todd Progett

Chairperson

Date: 27 February 2026