

NESPA
Aberdeen & Northeast of Scotland Music Festival Association

Extraordinary General Meeting at H1, Hill of Rubislaw
7:30pm, Thursday 17th November 2022

Present: T.Boag, J.Hall, G.McClure, A.Hamilton, J.MacLean, M.Harris, O.Emslie, E.Swanson,
L.Gurney, A.Cameron, E.Cameron, L.Wood, R.Gibson, J.Wang, S.Begg, M.Hindle,
L.Adam, H.Frewin

Purpose of meeting At the AGM, held on 29th October 2022, it was proposed that appointment of Board members be deferred until an EGM was held in November 2022. At the EGM, it was hoped that a number of helpers would have come forward and that a fresh board could be appointed. The work of the Charity could then proceed if sufficient interest was demonstrated, otherwise the Charity would have to be closed down.

Presentations A slide presentation was given: this gave an overview of how the Charity is organized and how it functions. A chart was presented detailing the Music and Drama sections of the festival and also the core structure and requirements supporting the work of the Charity; Governance and the running of the Music & Drama festival. (See Appendix), The key areas where support is required were identified, in particular administrative, word processing. Database and IT were identified as a critical area essential to the ongoing work of the Charity.
Attendees were then invited to discuss, to ask questions and to think about how they might be able to help.
It was noted that most tasks had descriptions already prepared (though some may need to be updated) and that guidance would be given by those more experienced in running the Festival.

Notes

- A number of people have offered help who were unable to attend the meeting.
- In the interim between the AGM and the EGM a number of actions took place.
- An article appeared in the Press & Journal highlighting the need for volunteers. A front-page article appeared in Evening Express. Given the amount of publicity there was surprisingly little response.
- It has been advised via an instrumental teacher that issues around music and drama teachers being unable to attend festival week with their pupils has been resolved as Beth Edwards, Head of the Instrumental Service has indicated that time would be factored in for this. It is expected that this could make a significant difference to festival week and morale amongst the teaching staff.
- A drive to highlight the issue of lack of volunteers and the risk to the Festival was undertaken on social media.
- An email highlighting the problem and advising of the EGM was sent to 373 subscribers to the Charity's Shopify newsletter and 70% opened the message.
- New board members have yet to be appointed.
- The Scottish Country Dance festival is scheduled to go ahead in March 2023.

Outcome A list of interested parties had already been drawn up prior to meeting so this list is being updated as further offers of help are received. Individuals who have highlighted specific areas of interest will be identified. This will help identify where gaps exist. As of the end of the meeting Halls, Adjudicators, Trophies, Social Media were identified. Additionally; Recorder and Woodwind, Traditional and Piano section leaders were identified.

Conclusion The situation is looking more optimistic, but not yet secure. All offers of help will be followed up in the coming week. Existing board members will consider the position week commencing 27th November and a decision announced on 1st December.

Organising the Festival

1. Setting up the syllabus - 450 different classes, 14 sections

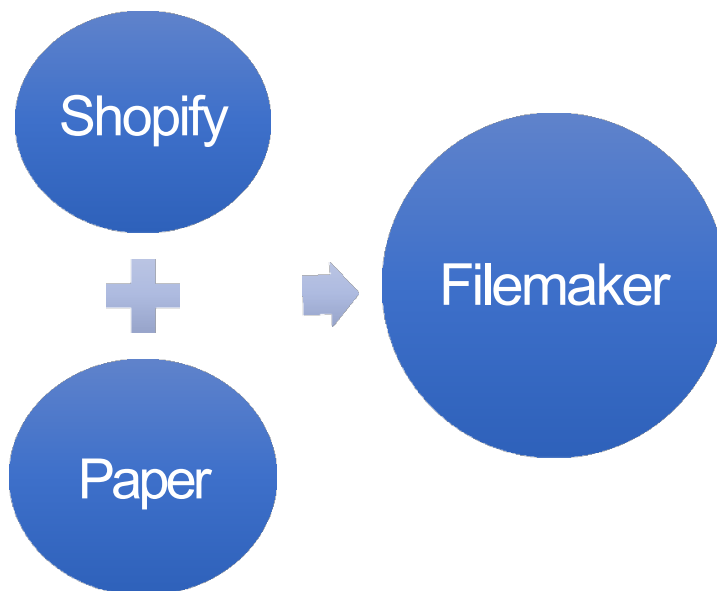
Filemaker

- Update last year

Shopify

Printed copy/pdf on website

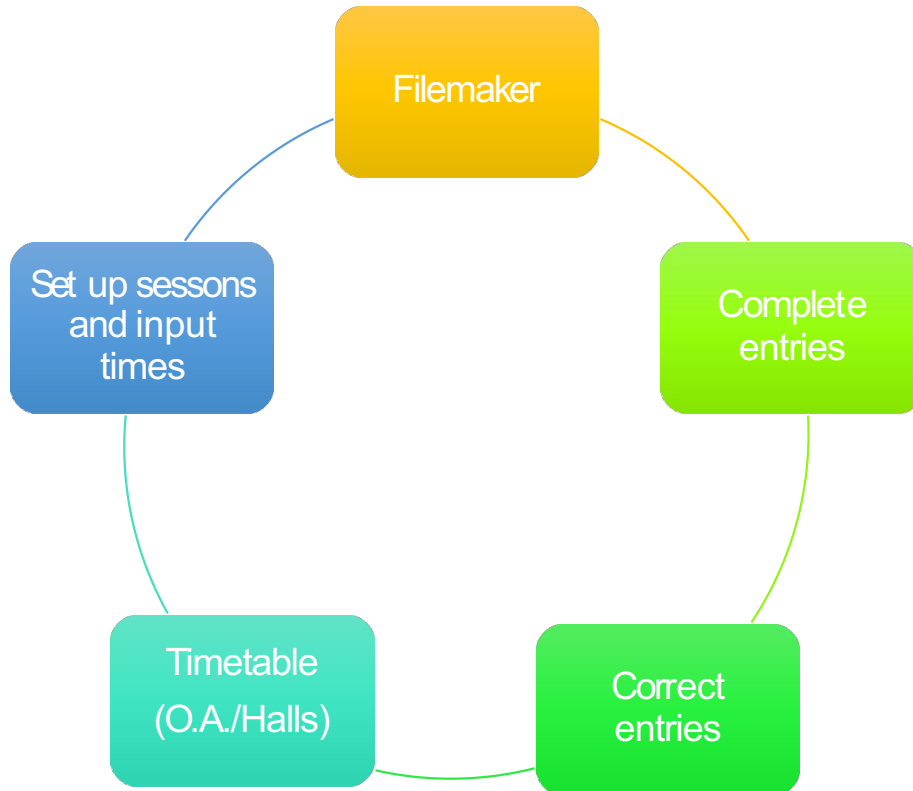
2. Capturing the entries: 850 - 1,000 mostly online



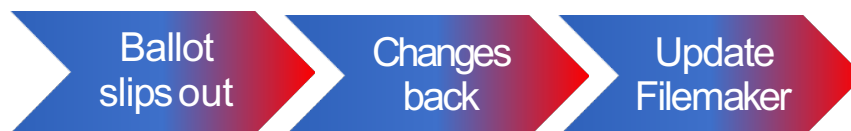
APPENDIX

Aberdeen Music Festiva

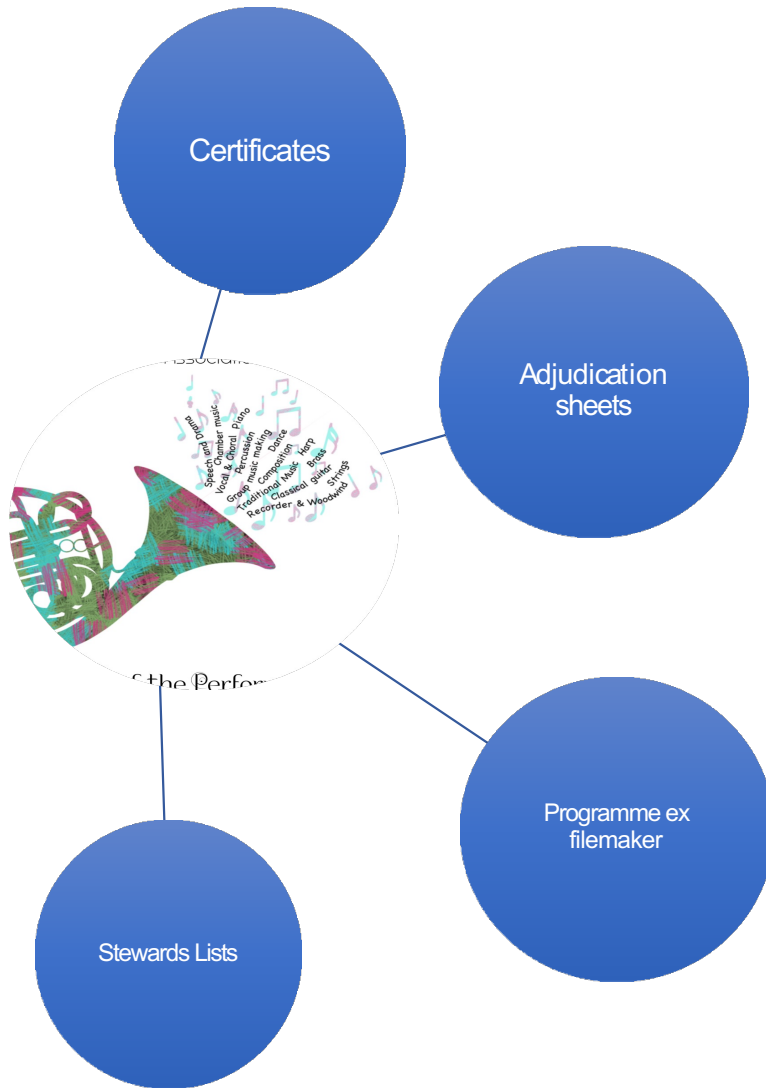
3. Tidying up the data and timetabling: approx 50 sessions



4. Communicating ballot times to Applicants: 1,100 emails



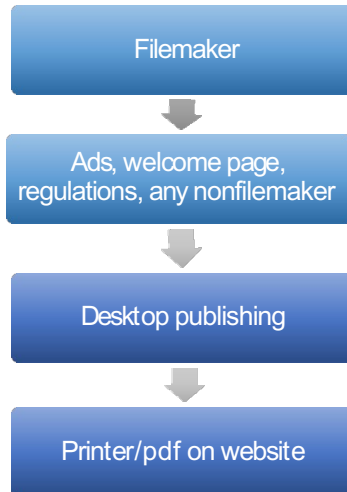
5. Programme finalised: pdf sent to printer



APPENDIX

Aberdeen Music Festival

6. Programme tidied up



7. Other tasks

Confirming adjudicators' arrangements

Co-ordinating steward volunteers

Rounding up last year's trophies - checking - delivery

Booking halls, arranging piano delivery

Cash boxes, iZettle, tickets - envelopes, money prizes

The BOXES- paperwork, prizes, instructions etc.

Publicity

Paperwork: internal and external door posters

Recording the results, reporting results to press/fb

Reporting and review